

Park Avenue Church of Christ
3000 S. Park Avenue, Denison, Texas 75020
903-465-1288

WEDDING POLICIES AND FEES

MEMBERS OF PARK AVENUE CHURCH OF CHRIST

Use of Auditorium	No Charge
Use of Fellowship hall and kitchen.....	No Charge
Use Of Sound Equipment.....	\$125.00
Custodial Service–Auditorium.....	\$200.00
Custodial Service–Family Life Center....	\$200.00
Damage Coverage Deposit.....	\$200.00

NON-MEMBERS OF PARK AVENUE CHURCH OF CHRIST

Use of Auditorium	\$200.00
Use of fellowship hall and kitchen.....	\$200.00
Use of Video Projection Unit.....	\$125.00
Custodial Service-Auditorium	\$200.00
Custodial Service-Family Life Center	\$200.00
Damage Coverage Deposit.....	\$200.00

Note: The above-mentioned charges will take care of 6 hours of use of the auditorium and/or fellowship hall. Balance is due 2 weeks before the wedding. Any time over 6 hours total (rehearsal and wedding) will require an additional hourly charge of \$10.00. These costs include building and custodial service only. The building is considered reserved at payment of fees, a conference with the wedding coordinator, and after reservation agreement is completed.

POLICIES

We kindly ask you to adhere to the following policies of building use of the Park Avenue Church of Christ facility.

1. All furniture must be restored to its original place and the kitchen must be cleaned by the users. Please do not move or rearrange any furniture without the assistance and guidance of the custodian or his representative.
2. Please do not reconfigure or alter the sound system without the assistance of a church designated person (minister, custodian, sound person).
3. Please note that smoking or alcoholic beverages are not permitted in any part of the building or grounds. To avoid embarrassment, please make sure everyone in the wedding party understands this rule.
4. Only acapella or recorded instrumental music may be used in the auditorium. The church has some music on CD that you are welcome to use. All music must be approved by a church representative.
5. Please use only candles of the dripless variety; please use only plastic hangers for all bows and other pew attachments.
6. The kitchen must be cleaned thoroughly and all dishes washed and stored.
7. Please do not serve red, grape, or orange colored punch due to the potential permanent stain on carpets.
8. Please do not shower the bride and groom with rice anywhere (inside or out). Please do not distribute birdseed, bubbles or any other send off item inside the building.
9. Videos should not exceed 15 minutes

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Reservation Agreement

Wedding Party Information

Bride Name _____ Groom Name _____

Address _____ Address _____

Telephone _____ (home) Telephone _____ (home)
_____ (work) _____ (work)

Number of people in wedding party _____

Your Wedding Date

Wedding day and date _____ Time _____

Rehearsal day and date _____ Time _____

Professional Services

Minister _____ Wedding Coordinator _____

Florist _____ Photographer _____

Caterer _____

Miscellaneous

Type of Music Planned _____ Approximate Number of guests _____

Will kitchen be used _____ Sections of fellowship halls to be used _____

Additional rooms to be used in the building _____

Additional Needs _____

I have read the policies of building use and the fee schedule and agree to the stated items. I understand that no reservation has been made until the deposit has been received.

Accepted by

Representative of Park Avenue

Representative of Host