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CPF TGUGTXCVKQP 'EQPVTCEV

Wedding ceremonies and Memorial services are as much acts of worship as a Sunday services and should be conducted accordingly.
The following policies shall apply to these events:

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- The chapel is available for weddings and other events from the Memorial Day weekend through the Labor Day weekend.
- Forms necessary for reservations are found on www.cucharachapel.org.
- **Cnilphqt o cvĥp'tgs wġvgf 'b wv'dg'twr r dġf 'ĉpf 'tġwt pgf 'y ħj 'vj g'tr r tqr tlcvg'lggu0**
Uĥi pcwt gu't g't gs wġt gf 'ĥp'vj g'ġRqġleġu'I qxgt plĥi 'vj g'Wġg'qh'Ewej ct c'Ej cr ġiö'ĥt o 0
- **P q'f cvġ'y ħġdg'ġppuġf gt gf 'ĥt o 'wġvġvj g'ĥt o u'y ħj 'ĉnġt gs wġvgf 'ĥphqt o cvĥp'j cxg'dġġp'ġqo r ġġvgf 'ĉpf 'ĉnġġgu'ĉt g'ĥp vj g'j cpf u'ĥĥ'vj g'Gxġp'Eqqt f ĥpcvt 0**

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- Fees must be paid in advance of the event, and within thirty days of receiving the information form. Checks should be made payable to CUCHARA CHAPEL.
- Fees charged will cover the cost of cleaning the chapel before and after the services, utilities, general chapel maintenance, and the work of the Event Coordinator
- The fee Schedule is \$150.00 for a wedding without a rehearsal or \$250.00 for a wedding with a rehearsal. For clergy fees, see the section entitled **Qĥĥġcpvġ0**
- All fees will be reimbursed in full in the event of the cancellation of the service if the Event Coordinator is notified a minimum of seventy-two [72] hours prior to the service time. Exceptions shall be made only in those instances of the incapacity of the bride or groom due to an accident or illness or death of an immediate family member.

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- Rehearsals: The time span of the rehearsal shall be **qpg** hour.
- Ceremony: The time span for the wedding ceremony will be **vj tġġ** hours, which includes pre-service activities, such as decorating, practicing of service music, the ceremony itself, and post service pictures.
- The Event Coordinator, assigned by the Board, will be responsible for opening the chapel at the arranged times, and locking the Chapel upon completion.

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- The Chapel and its furnishings shall be treated with utmost respect at all times by all present.
- The Chapel's two brass candelabras, holding five candles each, may be used.
- All candles must be placed on the protective Lucite covering on the altar.
- All floral arrangements must be placed on the protective Lucite covering on the altar.
- No rice, confetti (including biodegradable), bubbles, or birdseed may be used/thrown inside or outside the Chapel.
- No pets are allowed in the Chapel.
- Chapel seating cannot be modified.
- The American flag and the Christian flag are permanent Chapel furnishings and may not be moved from the altar area.
- Podium seats are permanent Chapel furnishings and may not be moved from the altar area.

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- The Event Coordinator is "ġġj gt'c'o go dġt'qĥ'vj g'Ej cr ġn'Dqctf "qt'vj g'Dqctf'ġ'f ġuġi pġġ0
- The Event Coordinator will assist the wedding party and assure that the wedding party adheres to the policies set forth in this policy statement.

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- The Event Coordinator will be present during the duration of the rehearsal and the wedding, including pre-service and post-service activities.

Official Use only: YEAR _____ CHK AMOUNT: _____ CHK RECEIVED: _____

CUCHARA CHAPEL – FACILITY RESERVATION FORM

"Cuchara Chapel exists for the purpose of providing opportunities for divine worship, Christian fellowship, and participation in projects of Christian service." (Bylaws)

EVENT:

REHEARSAL: DATE: _____

START TIME: _____
(REHEARSAL IS LIMITED TO ONE HOUR; PLEASE BE ON TIME AND EFFICIENT)

WEDDING: DATE: _____

WEDDING TIME: _____ OPENING TIME: _____
(WEDDING TIME IS LIMITED TO THREE HOURS)

MEMORIAL: PERSON MEMORIALIZED: _____

DATE: _____ TIME: _____

CONTACT PERSON: _____ CELL # _____

EMAIL: _____

OTHER INFORMATION:

BRIDE: _____

GROOM: _____

ADDRESS: _____

ADDRESS: _____

CITY: _____

CITY: _____

ST: _____ ZIP: _____

ST: _____ ZIP: _____

CELL: _____

CELL: _____

EMAIL: _____

EMAIL: _____

PARENT NAMES: _____

PARENT NAMES: _____

CELL: _____

CELL: _____

EMAIL: _____

EMAIL: _____

NUMBER EXPECTED: _____ (Chapel seats 100)

USE OF ORGAN: YES [] NO []

USE OF PIANO KEYBOARD: YES [] NO []

USE OF 2 BRASS CANDELABRA: YES [] NO []

PERSON WHO WILL OFFICIATE _____

WORK PHONE: _____ CELL PHONE: _____

PLEASE NOTE:

- **No firm reservations will be made on the Chapel calendar until all fees are paid in full and all relevant information has been provided on this form. No exceptions will be made.**
- **All reservations will be made on a first-come, first-served basis.**
- **SEND THIS COMPLETED FORM AND CHECK (PAYABLE TO CUCHARA CHAPEL) TO:
E{pf KY qti cp. RQ'Dqz'794,'Nc'Xgvc, CO 832770**

She can be reached with questions at (719)-742-3497 or via email: cyndiworgan@icloud.com