

WEDDING CHECKLIST

___ Church reserved 6 months to one year in advance.

___ Priest has confirmed.

___ Rental Paperwork completed and returned to Holy Spirit Ministries, Inc. with non-refundable deposit (\$750).

___ Confirmed with office that date is reserved.

___ Arrangements made with the priest for prenuptial preparations.

___ Attended Engaged Encounter.

ONE MONTH BEFORE

___ Rental fee has been paid in full.

___ ****Check with priest that all prenuptial paperwork is completed. Paperwork is due to the parish office one month before ceremony. ****



GENERAL INFORMATION

At least one of the fiancés must be a baptized Catholic to be wed at the chapel. It must be a Catholic ceremony.

The chapel seats 250 people.

The chapel has no heating, instruments, or sound equipment.

Access to the rectory, with a small dressing area and bathroom comes with rental of the Chapel.

After the wedding, all flower arrangements may be left at Sacred Heart for Sunday Mass. All other decorations must be removed.



18673 Scenic Highway 98,
Point Clear AL 36532



SACRED HEART CHAPEL

The Little Chapel by the Bay



To plan your wedding at Sacred Heart Chapel, contact Holy Spirit Ministries, Inc..

352 Government Street
Mobile, AL 36602

(251) 433-4138

info@holyspirithall.org



AVAILABILITY

Weddings at Sacred Heart will be scheduled one per Saturday, year round. The pastor reserves the right to grant exceptions.

Times are set at 11am, 3pm, and 7pm. Wedding parties are given 4 hours. (2 hours before, 1 hour during, and 1 hour after).

Sacred Heart Chapel is shared with Holy Spirit Hall Retreat Center.



RESERVING THE CHAPEL

To reserve the chapel, call Holy Spirit Ministries, Inc. at (251) 433-4138. Reservations are only made between 6 months and a year from the desired wedding date.

The wedding reservation will be confirmed when we receive the paperwork, the nonrefundable deposit (\$750), and confirmation from the presiding priest or deacon.

FEE SCHEDULE

Sacred Heart Fee Schedule

\$1,500.00*

The entire fee must be paid at least a month prior to the wedding date.

In the event of a cancellation, only half of the fee is eligible for a refund. Cancellations with less than one month notice are not eligible for refunds.

Air Conditioning is included in the price of Sacred Heart Chapel. There is no heater.



**Please make checks payable to "Holy Spirit Ministries"*

RULES FOR USE OF FACILITY

- ❖ The rehearsal and wedding are to be reverent. Please do not drink alcohol before either event.
- ❖ No alcoholic beverages, food, drinks, smoking or chewing gum are allowed in the church.
- ❖ You may take pictures and record during the ceremony. **Do not** take pictures on the altar before or after.
- ❖ Throwing rice, birdseed, confetti, etc. presents a safety hazard and is strictly prohibited.
- ❖ When decorating the church, please remember:
 - There is no Unity Candle.
 - Do not attach anything to the altar.
 - Do not attach candles to the pews.
 - Do not** obstruct the Tabernacle!
 - Do not use nails, staples, or tacks inside or outside the church.
 - Bows may be used on the middle aisle of pews, but do not attach with tape, etc.

I have read, understood, and agree to comply with everything in this brochure.

Name: _____

Date: _____