

Village Chapel of Bald Head Island



P.O Box 3035 * Bald Head Island, NC 28461

910-457-1183

Chapelbhi@bellsouth.net

Weddings

The Chapel is available for weddings throughout the year and may be reserved up to 18 months in advance for residents of the Island, and up to one year in advance for non residents.

The cost to rent the chapel for your wedding is **\$750 for Residents** and **\$1250 for Non Residents**. This cost includes the use of the chapel and the presence of the wedding guild for your rehearsal and wedding. Your wedding date is reserved when your deposit (one half of the total fee) is received by our office. The balance is due no later than two months prior to your wedding. Your deposit and fee are non refundable.

You must provide an Ordained Minister- (no justice of the peace), a North Carolina Marriage License, a Sponsor, the music & flowers. We do have an organist/pianist that you may contact should you require her services.

It is a requirement that each wedding at the chapel be sponsored by a property owner on Bald Head Island. Your reception venue may serve as your sponsor. The enclosed sponsorship form must be signed and returned to our office with your deposit. You as well as your sponsor assume full responsibility for any damages caused to the chapel building or grounds by the bridal party or guests.

The Chapel accommodates 110 guests for weddings. Please adhere to this number to avoid having guests detained outside during the ceremony.

The Village Chapel is a church and must be treated with spiritual reverence, the Cross may not be removed from the Altar except by a member of the wedding guild. The furnishings, rugs, etc may not be moved or covered by runners. If flowers are used, fresh are preferred, the organ or piano may not be moved under any circumstances. **Nothing (no candles, flowers, pictures, etc)** may be placed on the piano or organ. Only your pianist will be allowed to play the piano. They may come one hour before your wedding should they desire to practice. **We also require that the music for your ceremony be sacred or classical rather than secular in nature.** No electronic sound equipment is allowed, live music is always preferred. Please be sure to list your music selection on the form provided.

Your decorations are limited to your flower arrangements. Fresh Altar Candles are supplied by the chapel for your wedding. You may purchase a unity candle for \$56. may be used to fasten any decoration to the furniture, pews or walls. However, Plastic coated wire and/or fishing line may be used. Nothing may be hung from the light fixtures or chandeliers. Furniture and floors must be protected from moisture and candle wax. **Floral arrangements must be removed & candles at the end of the ceremony.**

There is a handicap ramp and restroom at the chapel but no dressing room facilities, Wedding parties must plan to dress before they arrive at the Chapel. **No food, drinks, alcoholic drinks, or smoking is allowed in or on Chapel grounds.**

The Chapel grounds are sacred. Please note and remind your guests and photographers that the Memorial Garden is a burial ground; no one may walk through it. Nothing may be attached to the fence, poles or lanterns. No open fire, flame, candles or torches are allowed outside on the Chapel Property. **Nothing may be thrown or dropped inside or outside of the Chapel including rice, confetti, birdseed, petals, (real or silk) potpourri, bubbles or flowers.** No living creatures or balloons may be released from Chapel Grounds. No pets are allowed in the Chapel. Due to a Village of Bald Head Island Ordinance, no signage is allowed on Chapel Property or in front of the Chapel Grounds. If you are using a wedding planner or director, please be sure to forward a copy of our wedding guidelines to them.

To ensure that your event is our highest priority, if a rehearsal and a wedding is scheduled on the same day, a minimum of four hours is required between them. The event that is booked first taking preference. No weddings will be scheduled during the Easter Holidays. Weddings on Sundays may only be scheduled at 1:00PM or later. Weddings scheduled during other holidays will be up to the discretion of the President and the Wedding Guild. The Chapel does not provide for same sex ceremonies.

Please note that we strive to keep our Chapel in pristine condition for all of our guests. All of these guidelines are to benefit both churchgoers as well as wedding parties ensuring that everyone that comes to the Chapel has a memorable and spiritually uplifting experience.

* Enclosed you will find four forms that must be completed. **The Deposit Form, Sponsorship Form and Affirmation Statement Form**, must be filled out and signed and returned to our office with your deposit within 10 days of receipt of this letter.

* The **Final Payment Form** must be completed and received by our office at least 2 months prior to your wedding date. The bride or groom is responsible to make sure that any changes to rehearsal or wedding times are reported to the Chapel Office.

We congratulate you on your upcoming wedding and look forward to providing you with an unforgettable setting to join your lives together as one.

Feel free to contact our office with any further questions.

Sincerely,



Lynn DiNunno
Chapel Administrator

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