



**Schedule C
Seaside Interfaith Chapel**

Statement of Venue Policies

The following are policies governing weddings and other ceremonies conducted at the chapel. Although use of the interfaith chapel by other faiths is encouraged, these policies are informed by our predominantly Judeo-Christian experiences over the last two decades and, accordingly, weddings and ceremonies of other faiths require further approval.

- A. Fire code allows for no more than 200 people in the Chapel.
- B. Please consider the Chapel minister for wedding ceremonies.
- C. The Chapel requires cleaning before and after each scheduled event. Please allow at least a two-hour time frame before the event.
- D. If removal of altar items is requested, which is limited to the sandstone/shell cross, or 4 wooden chairs, ONLY the staff of the Chapel may move, store and reposition them after the event. No one else should handle or move these items. The American flag, 2 pewter candlesticks and the wooden podium may be moved; a representative of HOCO must handle all movement and all items must be returned to their proper location immediately after each event. The altar may not be moved.
- E. Depending on events in Seaside community, a parking/transportation plan may be required for a Chapel event.
- F. Passenger vehicles of 25-29 passengers are allowed in Seaside, nothing larger given our narrow streets.
- G. Same-sex marriages and other ceremonies are not permitted in the Chapel or on its grounds.
- H. HOCO Management must be on site for all weddings or special events unless independently contracted by the Board of Directors.
- I. The addition of staples, nails, hooks, etc. are not allowed on Chapel property. Only 3M Command strips may be used (no other brand). Florists may use the existing hardware that is pre-placed and permanent in the Seaside Chapel.
- J. Aisle runners are not allowed.
- K. Food and beverages (excluding water) are not allowed.
- L. Alcoholic beverages are not allowed at any time inside the Chapel.
- M. An individual designated by the Chapel Board of Directors must operate the in-house chapel sound system.
- N. Amplified music is not allowed on the Chapel grounds which includes the lawn and side courtyard.
- O. Guest seating in the balcony area upstairs is not allowed as the musicians and photographers occupy the space.
- P. The use of lit candles is not allowed on the wall sconces. No draping of sconces is allowed.
- Q. Bubbles or real flower petals to toss may be used outside on the Chapel lawn. Nothing is to be tossed inside the Chapel.
- R. Floral arrangements left for our Sunday services are appreciated.

Weddings and ceremonies not specifically approved above will be considered if submitted in writing via Homeowners Collection on the requestor's behalf no less than ninety (90) days in advance of the wedding or ceremony.

Lessee Acknowledgement _____ Lessor Acknowledgement _____