

A GUIDE FOR WEDDING FLORISTS/DECORATORS

IMMACULATE CONCEPTION CHURCH JEFFERSON CITY, MO

Our Church and its furnishings are sacred. In order to provide a sacred atmosphere, we ask that you follow the following guidelines.



- For a Saturday wedding, you may decorate church 3 hours prior to your wedding time, provided there is no other service scheduled after the 8 am Mass. (There may be a funeral). Check with the church office (635-6143).

- All Saturday weddings, you are allowed a maximum of 1 hour after the service for pictures. The church **MUST** be vacated by 3:30pm.

- Parish wooden candelabras with globes may be used, but only in the sanctuary.

- Candles used on any candelabras must be of the type which are placed inside a tube or globe to avoid dripping on the

carpet or floors of church.

- Candles may not be used along the aisle or in the windows.
- You may not use any of the parish candles, floral materials, stands or other items belonging to the Church. Only the altar candles already in place may be used and may not be moved from their place on the altar.
- Do NOT attach items to the pews with tape of any kind. If clamps are used on the pews they must be padded to prevent scratching the wood.
- Do NOT rope off pews with ribbon or other items due to the fire code. People must be able to exit the pews quickly in case of emergency.
- You may NOT move Church decorations set up for any church season without specific permission from the pastor.
- You may NOT throw rice, birdseed, blow bubbles, etc. inside or outside church in order to prevent unsafe walking conditions.
- Please disperse only fake petals on the floor to avoid stains.
- You may not use an aisle runner because they can cause tripping accidents.
- You may not move any church items of furniture or the candles beside the altar.
- Kneelers for the couple can be found in the side sacristy and should be returned there after the ceremony.
- Nothing may be put on the altar except what is used for the Holy Sacrifice of the Mass.
- Floral arrangements should not take away from the focus of the altar during a wedding Mass.
- Floral and other decorations must be removed immediately following the ceremony and should NOT be stored in the sacristy or meeting rooms.

**ABOVE ALL, PLEASE BE RESPECTFUL OF THE CHURCH AS A PLACE OF WORSHIP.
THANK YOU!**