

GUIDELINES FOR FLORISTS

Great care and expense have been invested in the design of the sanctuaries so as to give glory to God. Mindful of this, we seek to keep additional decorations to a minimum. Floral or ribbon markers for the pews of the immediate family are acceptable, but beyond a simple adornment of flowers and candles in the chancel, other decorations are discouraged (W-4.9005 *Book of Order*).

The church traditionally uses the beautiful white and gold paraments (embroidered drapes for pulpit and lectern) for such joyous occasions such as weddings.

When the church has been decorated for particular Christian festivals, such as Easter, Advent or Christmas, rearrangement or removal of the church's decorations is not permitted without prior consent of the pastor or Wedding I agree to follow the guidelines approved by the Session of Philadelphia Presbyterian Church and any guidelines issued by the pastors of the church.

Our church has two flower stands and matching brass containers for floral arrangements that use standard #4 mache liners. Our permanent containers must remain in the Sanctuary. When used tastefully and modestly, simple floral arrangements can greatly enhance the setting of the service in the chancel (i.e., raised) area. No flower arrangements are to be placed on the Communion table. Please give these guidelines to the person handling the flowers for the wedding. Please check with the minister or wedding director if you have questions in this regard.

If a flower girl is used to distribute petals along the aisle, only white petals may be used to prevent carpet stains. No aisle cloths or runners are permitted. A special pew holder must be used to place bows and flowers on the pews. Wire tacks and tape cannot be used to attach these items to the pews.

Flowers, candelabra, and other decorations should be completely removed within two hours following the service. Appropriate floral decorations will be welcomed by the church for the Sunday worship services, and can be appropriately acknowledged in the Sunday bulletin, providing no other floral arrangements have been previously arranged for that Sunday. In this regard, please check with the church office or the Worship and Music Flower Subcommittee.

Florists should make arrangements with the wedding director regarding delivery and set-up of floral decorations.

Candles may be used in the chancel area only (Chase candles or metal candle). No more than two free-standing candelabra, in addition to the Unity Candle, may be used. A clear drip mat should be placed on the floor beneath the candelabra.

Candles may not be used in the aisles, on pews, in windows or elsewhere in the main Sanctuary or Chapel for safety reasons.

I agree to follow the guidelines approved by the Session of Philadelphia Presbyterian Church and any guidelines issued by the pastors of the church.

Name of Florist: _____

Date Signed: _____ Signature: _____

Name of Bride and Groom: _____

Date of Wedding: _____

Completed form must be turned in to the church office 30 days prior to date of wedding.