

# *Florist Policy Agreement*

## *Holy Trinity Presbyterian Church*

The simple dignity of the Sanctuary of Holy Trinity Presbyterian Church does not require elaborate decorations for effectiveness. All decorations should enhance the spirit of worship and the dignity of the wedding ceremony. The ceremony must not be impeded in any way by plants, greenery, or by any floral arrangements.

If marrying during the Christmas season, decorations already in the Sanctuary may not be disturbed.

Pew bows/ribbons may be used, but must be tied on. Tape, screws, nails, and staples are forbidden to be used on any woodwork, walls, furniture, or floors as this may deface church property. No floral arrangements may be placed on the piano, organ, or front speakers. Speakers on front railing may not be moved.

Pew hymnals and pew Bibles may not be removed for weddings, and are not to be used as props or flower stands. However, they are available for you to use during your ceremony for singing or reading scripture.

Candles must be either mechanical or driplless. No candles may be used on the pews or in the aisles. If a Unity Candle is used in the wedding, the florist/wedding party must provide the candles and a cloth to protect the table, as well as a clear covering beneath the table large enough to protect the floor or carpet.

The Sanctuary will be available for non-floral decorating during regular office hours the day (not a holiday), before the wedding.

The Sanctuary must be left clean after decorations are in place for the ceremony and following the ceremony. The florist is responsible for any clean up that needs to be done following their set-up before the ceremony begins.

Removal of flowers and decorations must begin immediately after the service and post-service pictures, and be completed within an hour. The florist should arrange with the bridal party beforehand for the disposition of decorations and candles after the ceremony.

All plans for decorations must be approved by the Wedding Coordinator.

*Continued*

**Florist's Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: (Street) \_\_\_\_\_

(City, State, Zip) \_\_\_\_\_

Bride's Name: \_\_\_\_\_ Wedding Date: \_\_\_\_\_

**I have read the Florist Policy Agreement and agree to abide by these guidelines.**

Signature of Florist: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Bride: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please fill out and mail or email this form to the HTPC Wedding Coordinator:  
350 S. Hyde Park Avenue, Tampa, Florida, 33606  
office@holyltrinitypca.org