



Royal Wedding
Application (Local)

SANCTUARY WEDDING

Day of Week: _____ Month: _____ Day: _____ Year: _____ Time: _____ am/pm

COUNSELING

Day of Week: _____ Month: _____ Day: _____ Year: _____ Time: _____ am/pm

OFFICIANT: _____

REHEARSAL

Day of Week: _____ Month: _____ Day: _____ Year: _____ Time: _____ am/pm

WEDDING DIRECTOR: _____ PHONE: _____

GROOM

BRIDE

[Please Print Full Name]

[Please Print Full Name]

Phone: _____ Fax: _____

Phone: _____ Fax: _____

Address: _____

Address: _____

City: _____ Zip: _____

City: _____ Zip: _____

Birth Date: _____ Birth Place: _____

Birth Date: _____ Birth Place: _____

Widowed: _____ Divorced: _____ Date: _____

Widowed: _____ Divorced: _____ Date: _____

Kawaiaha`o Church Member? _____ Yes _____ No.

Kawaiaha`o Church Member? _____ Yes _____ No.

Member/Attend: _____ Church

Member/Attend: _____ Church

Baptism Date: _____ Church: _____

Baptism Date: _____ Church: _____

Parent's Church: _____

Parent's Church: _____

Royal Wedding Application

\$ _____ Sanctuary [1,500 seating capacity] \$1,500.00
\$ _____ Sanctuary Decorations [Altar, Pew & Candelabras] \$150.00
\$ _____ Minister's Honorarium [Off-Campus] \$150.00
\$ _____ Vocalist(s)/ Instrumentalist(s) [optional] \$ 75.00 per person

\$ _____ **SUB TOTAL**

NON-REFUNDABLE DEPOSIT Date Received: _____

\$ _____ Sanctuary Deposit \$250.00

\$ _____ **BALANCE DUE 60 days prior to the scheduled Wedding Date**

DATE DUE: _____

CANCELLATION POLICY

A Penalty Fee of 100% of the Wedding Cost shall be assessed for Wedding Cancellations made 30 days prior to your Scheduled Wedding Date.

Groom's Signature *Date*

Bride's Signature *Date*

Kawaiaha`o Church Representative *Title* *Date*

REMARKS _____

Kawaiaha'o Church: Rules and Regulations for Weddings

The patron agrees to abide by the following rules:

I. Music

- a. Music played in the Sanctuary must be cleared by the Director of Music, Buddy Nalua'I (organist)
- b. Must obtain approval from the Director of Music if bringing in outside musicians

II. Minister

- a. The church can provide a Minister for your service, if you would like to bring in your own Minister, Kahu Curt Kekuna must be contacted for approval

III. Decorations

- a. Flower arrangements must be in place one hour prior to the service
- b. Tacks, scotch tape and other sticky substances are **not** acceptable for use on church furniture
- c. Only artificial flowers are permitted to be scattered in the church. Scattering of bird seed, fresh floral petals etc, are **not** permitted inside or outside of the Sanctuary by guests.

IV. Parking

- a. Parking is limited on church property due to construction
- b. Please use street parking on Punchbowl Street, Mission Lane or parking areas fronting the Judiciary Building

V. Conduct

- a. Guests who are engaging in disruptive or unruly behavior will be asked to leave the premises
- b. Applicant of the event must remain present at all times
- c. Smoking is not permitted in church buildings
- d. Alcoholic beverages are not permitted on the church premises, please do not let anyone in your party show up under the influence of any mind altering substance
- e. Please do not remove anything belonging to the church from the church premises
- f. While every effort will be made to keep personal belongings safe, the church will not be responsible for lost personal property
- g. Food consumption is not permitted in the Sanctuary
- h. Please refrain from walking on the altar in the Sanctuary
- i. Sanctuary usage for local weddings is 3 hours from the time of the family's arrival, weddings that go beyond the 3 hours are subject to a charge of \$50/hour

VI. Application & Payment

- a. Weddings may be booked up to a year in advance and a \$250 non-refundable deposit is required to secure your wedding date. The deposit counts toward your final balance.
- b. Payment in full is due 60 days prior to the scheduled wedding date. Full payment **not** received on the due date may result in the cancellation of your scheduled wedding.
- c. A Penalty Fee of 100% of the wedding cost shall be assessed for wedding cancellations made 30 days prior to your scheduled wedding date.
- d. Applicant will be charged for all services regardless if they are used or not (organist, etc.)
- e. Marriage counseling and rehearsals must be finalized three weeks prior to your wedding date, any last minute cancellations or re-scheduled appointments will result in a \$100 fee.

Agreed to and accepted by:

Name of Bride: _____

Signature: _____ Date: _____

Name of Groom: _____

Signature: _____ Date: _____