

A beautiful, historic setting for your ceremony.....



*St. John's Episcopal Church
161 Park Street
Highgate Falls, VT 05459*

For details see over -->

Wedding/Civil Union Information Sheet

1. St. John's Episcopal Church comfortably seats 100 people. The maximum seating, if the balcony is utilized, is 125 people.
2. An antique lever pump organ is available for use at your ceremony. You must provide an individual to pump the organ as well as your own accompanist. This person must meet with the Parish Coordinator prior to the ceremony for pumping instructions. You may bring a Clavonova piano or other musical instruments that are of a size that is easily transported into and out of the church.
3. Ministers of any faith tradition/Justice of the Peace may officiate at the ceremony. It is the applicant's responsibility to provide the officiant. Arrangements can be made for an Episcopal ceremony.
4. St. John's Episcopal Church and the grounds surrounding it are a smoke-free environment. Smoking in the church and on the grounds is prohibited.
5. Parking may occur along either side of Park Street. Please do not park on the lawn directly in front of the church.
6. As there may be multiple ceremonies taking place on the day of your service, please note that the church will be available for your use one hour before your rehearsal and one hour before your ceremony. A representative from your party must be there at that time to receive any flowers or other deliveries. If additional time is needed, this may be scheduled as available with the Parish Coordinator Regarding the church proper:
 - a) Electricity and heat are available. There is no running water. A Portalet is available at the rear of the church during the months of May - October. An additional fuel fee of \$50 will be assessed if the heat is utilized.
 - b) There is no phone at the church. Cell phone service in the area is very limited.
 - c) The building is not handicap accessible.
 - d) Clips (available from florists) may be used to secure flowers to the pews. Tape, tacks, nails, screws and the like **may not be used for any reason.** Whatever decorations you bring into the church, you must take out of the church after the ceremony is complete.
 - e) No rice, artificial flower petals or paper confetti may be thrown in or outside the church. Birdseed, natural flower petals or bubbles are permissible.
 - f) Food and beverages are not allowed in the church.
 - g) For safety reasons, **no unattended children are allowed in the balcony.**
 - h) The bell is in working condition and may be rung in your ceremony.
7. Fee Schedule:

\$300 - \$150 deposit; \$150 one week prior to service
\$ 50 fuel fee if heat is used (not in base fee)
\$ 50 custodial fee if church is not left clean

For more information or to schedule an on-site visit,
contact Rose Bacon at (802) 868-7185

