

CAPTIVA CHAPEL BY THE SEA



WEDDING & VOW RENEWAL *Guidelines*

PRICING

\$1250

(includes \$250 non-refundable deposit)

Use of Chapel Building for:

Rehearsal
Dressing Room/Restrooms
Service Lead By Minister
One hour before & after service
Use of Chapel Yard & Beach For Photographs

Additional Chapel Organist Option

\$300

KEY DETAILS

- The Chapel is available mid-November through the End of October
- 120 person Chapel Seating Capacity
- \$250 deposit and completed Wedding Form must be received before your date and time can be considered confirmed
- \$1000 payment must be received no less than two weeks prior to the date of your service



WEDDING & VOW RENEWAL GUIDELINES

Marriage License

- Florida residents must observe a 3-day waiting period for marriage licenses.
- Out-of-state residents are exempt from this waiting period.
- Please bring your marriage license to the rehearsal.
- More info: www.leeclerk.org or call (239) 533-5000

Chapel Minister

- All weddings at the Chapel must be officiated by our minister.
- If you wish to include a guest minister, approval must be obtained from the Chapel minister.
- The standard wedding fee remains the same. Any honorarium for a guest minister is the couple's responsibility.
- The Chapel minister will provide the ceremony outline and offer opportunities to personalize the service.

Music

- Music is available through our Music Director, Lynne Dugan, for a \$300 fee (paid directly). Email: DuganBL@comcast.net
- Outside organists are not permitted. Couples may hire additional musicians or vocalists separately.

Wedding Coordinator

- Pat Slater of Weddings By The Sea is a trusted resource for wedding planning assistance, including guest lodging, photography, and transportation.
- Contact: (239) 823-3497
- Website: www.sanibelcaptivaweddings.com

Pre-Wedding Meeting

- All couples are required to meet with the minister for a one-hour session prior to the ceremony. This meeting ensures a shared understanding of the marriage commitment and allows the minister to get to know the couple personally. Please schedule early.

Parking & Transportation

- Parking is limited.
- Up to 10 vehicles may park behind the Chapel (typically for the wedding party).
- Additional guests should carpool or use hotel transportation.
- Trolleys and buses may drop off guests at Chapin Lane & Wiles Drive, but should not park on site.

Policies & Clean-Up

- Confetti, rice, or any type of "throws"—even biodegradable—are not permitted.
- All decorations must be removed within 2.5 hours of the event end.
- The wedding party is responsible for clean-up.

MARRIAGE INFORMATION FORM

TODAY'S DATE: _____

DATE OF EVENT: _____

LOCATION: CHAPEL _____ BEACH _____

BRIDE:

FULL NAME (INCLUDING BIRTH NAME) _____ DATE

OF BIRTH: _____ PLACE OF BIRTH: _____ CURRENT

ADDRESS: _____

EMAIL: _____ TELEPHONE: _____

NEVER MARRIED _____ WIDOWED _____ DIVORCED _____

CHILDREN: NAMES & AGES

BRIDE'S PARENTS:

MOTHER'S NAME _____

FATHER'S NAME: _____

GROOM:

FULL NAME _____

DATE OF BIRTH: _____ PLACE OF BIRTH: _____

ADDRESS: _____

EMAIL: _____ TELEPHONE: _____

NEVER MARRIED _____ WIDOWED _____ DIVORCED _____

CHILDREN: NAMES & AGES

GROOM'S PARENTS:

MOTHER'S NAME: _____

FATHER'S NAME: _____

COUPLE'S ADDRESS AFTER MARRIAGE:

CHURCH OR RELIGIOUS BACKGROUND

BRIDE _____

GROOM _____

Please tell us your reason for having a wedding or vow renewal at Captiva Chapel by the Sea: _____

OCCUPATION/CAREER

BRIDE: _____

GROOM: _____

WEDDING CEREMONY PLANS/PREFERENCES:

Guest Minister (if applicable):

Name _____

Address _____

Phone _____ Church affiliation _____

DO YOU PLAN TO USE THE CHAPEL'S ORGANIST?

CIRCLE ONE : (Y) (N) (TO BE DETERMINED)

IF NO, DO YOU INTEND NO MUSIC? _____

OR SOME ALTERNATIVE? _____

HAVE YOU CONTACTED THE CHAPEL ORGANIST REGARDING YOUR PLANS?

CIRCLE ONE: (Y) (N)

MUSIC SELECTIONS:

DO YOU HAVE PLANS FOR FLOWERS OR DECORATIONS? CIRCLE ONE: (Y) (N)

IF YES, PLEASE DESCRIBE YOUR PLANS:

Which of the following do you envision as part of your wedding? Candle-lightings, vocal or instrumental music, flower girls, ring bearers, bell ringing, aisle runner, etc. Please describe:

How many Attendants? For the Bride _____ For the Groom _____

Names: _____

OTHER PARTICIPANTS NAMES:

SCRIPTURE AND/OR OTHER READINGS:

READ BY: _____

PROMISES/VOWS:

(PLEASE ATTACH OR TRANSMIT WHEN AVAILABLE)

RINGS: (Y) (N)

WHICH OF THE FOLLOWING DO YOU ENVISION AS PART OF YOUR WEDDING? CANDLE-LIGHTINGS, VOCAL OR INSTRUMENTAL MUSIC, FLOWER GIRLS, RING BEARERS, BELL RINGING, AISLE RUNNER, ETC. PLEASE DESCRIBE:

DATE FOR PREMARITAL COUNSELING_____

DATE/TIME FOR REHEARSAL _____

APPROXIMATELY HOW MANY GUESTS? _____

*PARKING IS LIMITED - SEE GUIDELINES FOR MORE INFORMATION

THIS SECTION IS FOR CHAPEL USE ONLY:

DEPOSIT RECEIVED: DATE _____

BALANCE RECEIVED: DATE: _____