

Wedding Guidelines and Policies

Decorations, Candles and Throwing of Items

Clients may choose decorations that do not damage the facility. These guidelines must be followed:

- The throwing of glitter or confetti, or shooting of "silly string," is not allowed inside or outside of the facility.
- Blowing bubbles is allowed outside only – not inside the building.
- Balloons are not allowed inside the facility.
- The throwing of birdseed and rice is not allowed on the premises, as it is dangerous and difficult to clean.
- The use of fireworks is not permitted.
- Only smokeless, dripless candles are allowed in the facility. You must take special care to avoid possible risk of fire or damage from wax.
- Candles are not allowed in or near the pew areas.
- The application of materials (tape, pins, glue, staples, nails, etc.) to walls, ceiling, pews, altars or floors is not allowed.
- Runners down the aisles in or outside the chapel are not allowed.
- All decorations must be approved and overseen by the event site coordinator.
- Please inform others in the wedding party and guests of these policies. You are responsible for their behavior.

The chapel is a sacred space highly cherished by many. Any damage done to the surfaces or fixtures on Bastyr University's premises, but particularly in the Chapel area, could result in additional costs. All damages in excess of those covered by the \$250 Damage and Cleaning Deposit will be charged to the client. An inspection of the facilities will be done after each rental.

Wedding Guidelines and Policies, continued

Deliveries

The wedding party is responsible for scheduling delivery of flowers and/or rental equipment to occur during their contracted wedding or rehearsal time. Bastyr representatives cannot accept or sign for deliveries. Any items stored on the premises are for the convenience of the client. Bastyr and its representatives are not responsible for missing or damaged items, nor for late fees for items left on the premises that are not accessible at the time of a scheduled pick-up.

Smoking and Alcohol

Bastyr University is a non-smoking facility. Smoking is allowed only in two designated areas; please check with the site coordinator on-duty during your rehearsal and wedding for exact locations. Smoking is not allowed inside the buildings, in the Bastyr courtyards, or in the surrounding woods and grounds at any time.

Alcohol is not permitted either in the facility or on the grounds at any time during the rehearsal or on the wedding day. You are responsible for the behavior of your wedding party and guests.

Children

Children are welcome during events. Because of safety concerns, children must be under adult supervision at all times.

For questions or to make a reservation, please contact us at **(425) 602-3075** or **weddings@bastyr.edu**.