

Avondale Chapel Rental Regulations

Avondale Chapel is an outreach ministry of Central Baptist Church, Westerly, RI

1. Chapel Capacity – The Chapel capacity is **75** people. This would include those who are participating in the service (wedding, funeral, etc.).
2. Parking - The Chapel parking lot can handle only **20** vehicles. Additional parking is available at the grass island at the intersection of Avondale Road and Watch Hill Road.
3. Police Requirement – If **50** or more people are attending the event, the principals must obtain the services of a Westerly Police Department officer or constable. Arrangements are to be made with the Westerly Police Department by the person(s) reserving the Chapel.
4. Clergy/ Musicians - Weddings and funerals are to be conducted by licensed clergy. Clergy, organists, pianists, and soloists are the responsibility of the person(s) reserving the Chapel.
5. Chapel Rules -
 - No Smoking allowed in the Chapel or on the grounds.
 - No eating or drinking in the Chapel.
 - Alcoholic beverages not allowed on Chapel property.
 - No flower petals, confetti, rice, etc. are allowed to be thrown in the Chapel or the front lawn.
 - Lit candles are restricted to the front altar only. No lit candles can be carried in the Chapel.
 - Damage – Any items in the Chapel or on Chapel property, which are broken by any participants in the event will be the responsibility of the person(s) reserving the Chapel. Replacement costs will be charged to replace an item(s).
6. Fees - The Chapel Rental Fee is **\$400**. A Reservation Fee of **\$100 (non-refundable)** is required with the Rental Application to secure the desired date and will be deducted from the \$400 fee. The balance to be paid **before** the date of use.
The Rental Fee includes:
 - Opening the Chapel for a wedding rehearsal.
 - Opening the Chapel for a florist.
 - Use of the Chapel parking lot.
 - Cleanup of Chapel and grounds following the event.
7. Rental Procedures - To secure the use of Avondale Chapel the following steps should be followed:
 - Obtain a copy of Avondale Chapel Regulations and Rental Form
 - Make Check payable to: **Avondale Chapel**
 - Submit Rental form with Reservation Fee of \$100 to Avondale Chapel, c/o Central Baptist Church, 16 Elm Street, Westerly, RI 02891
 - Address all inquiries to the above address or send an email to info@avondalechapel.org
8. Avondale Chapel Address: 11 Avondale Road, Westerly, RI (physical address)
Phone: (401)596-4929 (Office of Central Baptist Church)
E-Mail: info@avondalechapel.org

Avondale Chapel Rental Form

Date of Event: _____

Time of Event: _____

Type of Event: (Wedding, Memorial, etc.) _____

Contact Name: _____

Phone #: _____

Clergy (Name of) __TBD_____

If Wedding:

Rehearsal Date: TBD _____

Groom's Name: _____

Address _____

Phone #: _____

Bride's Name: _____

Address: _____

Phone: _____

Music: Organist's Name TBD _____

Soloist's Name: _____

Other: _____

Police officer employed (for 50+ in attendance) _____

Florist: _____

Photographer: _____

How did you discover the Avondale Chapel? (website, Instagram, friend, family, etc.):

FOR OFFICE CONFIRMATION:

Deposit Received: \$ _____ Date: _____

Date Call Received: _____

Date confirmed: _____