

## Heritage Gardens Use

Renting the Hope Chapel does not include use of Heritage Garden. The Garden must be booked separately. Please contact the Shelby Township Parks, Recreation, & Maintenance Department for fees, availability and reservations.

## Professional Services and Ministers/Clergy Members

The bridal party is responsible for scheduling their own officiant, photographer, and any other professional services. Our Hope Chapel Attendant will arrive a few minutes prior to your reserved time for your rehearsal and ceremony to open the building, adjust the temperature, monitor the building, and attend to any building related issues. As a courtesy, the Shelby Township Parks, Recreation, & Maintenance Department has compiled a list of persons who will perform ceremonies at the Chapel and is available upon request. Shelby Township is not responsible for, nor does it endorse, any of these persons.

## Decorations

Tape, nails, staples or any other damaging materials cannot be used to decorate. Non-damaging clips, ribbons, etc. for pew decorations are acceptable.

Flowers or other decorations must be free standing.

Unity candles (on the table provided) are the ONLY candles permitted in the Chapel. Flameless candles (battery operated) are permitted.

All decorations and rubbish must be removed immediately after use.

No birdseed, paper confetti, or animals are allowed in Hope Chapel or on the grounds. Acceptable alternatives are bubbles or flower petals outdoors. No real flower petals in the chapel -- outdoors only.

For safety and liability reasons, aisle runners are not permitted in the Chapel.

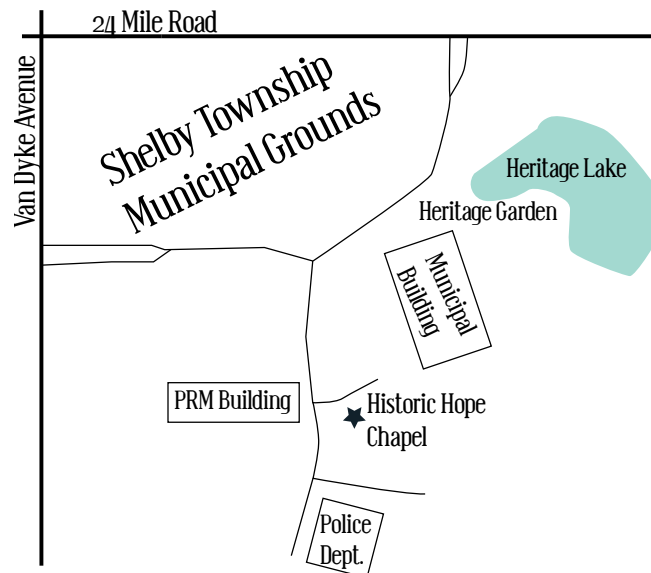
NO SMOKING, FOOD, or BEVERAGES OF ANY KIND are permitted inside the Chapel.

## Civic Groups

The chapel is also available to civic groups. Reservations are required, as the meeting room and chapel are available on a limited basis. Reservations can be made for Mondays, Tuesdays, and Wednesdays from 6:00 to 9:30 pm. Shelby Township or Utica residents, or resident groups ONLY.



## Location



## Contact Information

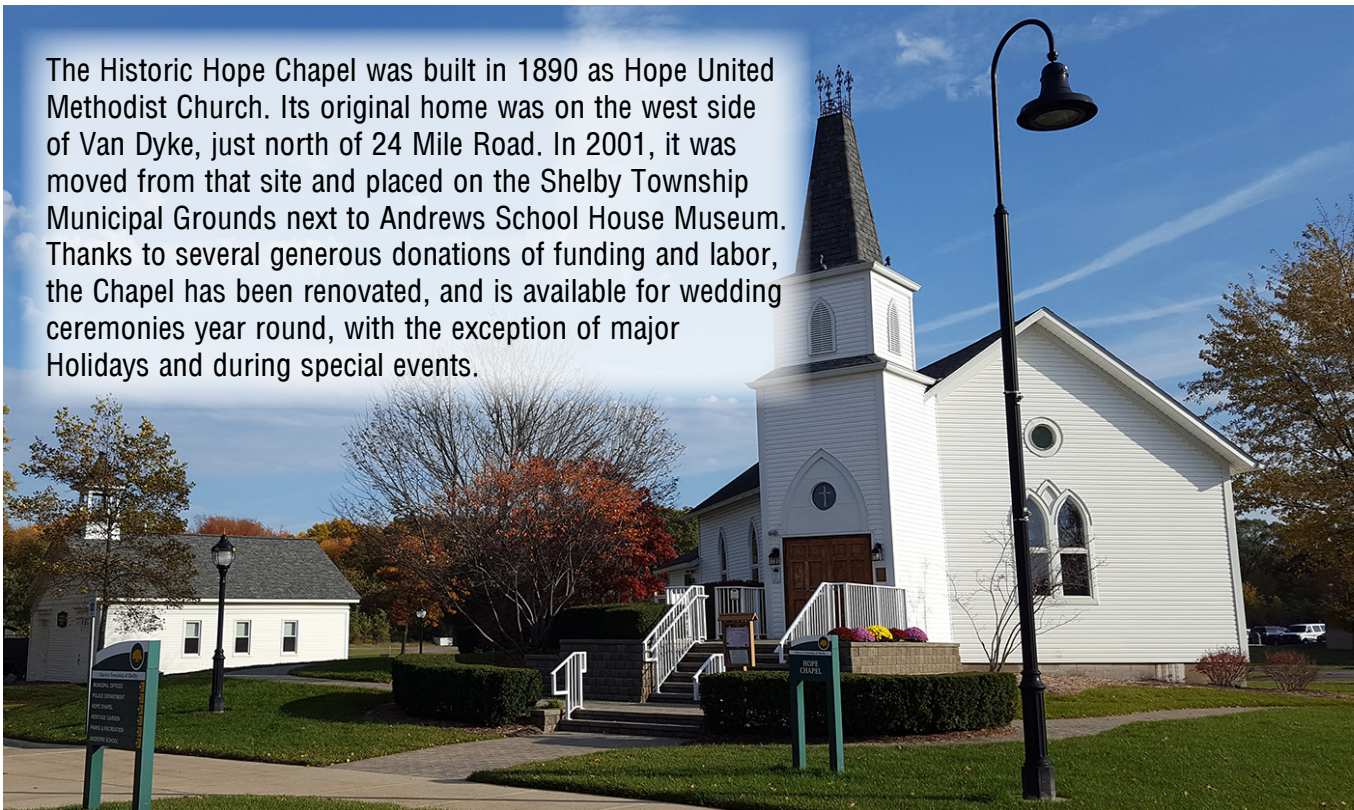
Shelby Township Parks, Recreation, & Maintenance  
52700 Van Dyke Avenue  
Shelby Township, MI 48316  
(586) 731-0300  
shelbyprm@shelbytwp.org



# Historic Hope Chapel

Rental information for  
weddings and usage  
information for civic groups

The Historic Hope Chapel was built in 1890 as Hope United Methodist Church. Its original home was on the west side of Van Dyke, just north of 24 Mile Road. In 2001, it was moved from that site and placed on the Shelby Township Municipal Grounds next to Andrews School House Museum. Thanks to several generous donations of funding and labor, the Chapel has been renovated, and is available for wedding ceremonies year round, with the exception of major Holidays and during special events.



## Reservation Policy

Beginning February 1, 2018 bookings for weddings and rehearsals will be accepted on a first-come, first-served basis with no restriction on date. Please note that the contractor is subject to price increases that may go into effect after the reservation is made. Reservations may be made in person by the contractor at the Parks and Recreation Department or by phone at 586-731-0300. A \$5 contract mailing fee will be added if the receipt/contract cannot be emailed to the contractor.

PLEASE NOTE: The office staff is not authorized to hold reservations without payment. The person that reserves the Chapel (contractor) is financially responsible for any damages incurred. Contractor's drivers license number is required at the time of booking. The signed liability waiver must be returned prior to the reservation date. The Chapel is not available during the second weekend of August and the first week of December due to events held on the Municipal Grounds.

## Fees

Shelby/Utica residents - \$335      Non-residents - \$435  
Includes 2 1/2 hours for the ceremony and 1 hour for rehearsal on the Thursday prior to the wedding. The full, non-refundable rental fee is collected at time of reservation. Cash, check, Visa or MasterCard accepted. Proof of residency is required for resident rate. Any wedding scheduled to take place on a holiday is subject to a \$100 holiday fee.

## Rehearsal

An optional one-hour rehearsal is available for the wedding party to finalize plans and for the Chapel Attendant to go over procedures and answer questions. Rehearsal time may be reserved on Thursdays only, between 4:00 and 9:00 pm. All rehearsals MUST be booked with Shelby Parks, Recreation and Maintenance Department prior to the rehearsal date.

## Refunds

Absolutely no full or partial refunds will be issued for any reason. Transfer of the contract into another contractors name is also prohibited.

## Reservation Times

The chapel is scheduled in the following increments of time only, and reflects the earliest entry and latest exit times for the wedding party, florist, or any other persons involved in the wedding. Please plan accordingly. Early entry on the day before or day of the scheduled wedding for decorating or any other purpose is strictly prohibited.

Fridays	4:00 - 6:30 pm
Saturdays & Sundays	Noon - 2:30 pm 3:00 - 5:30 pm 6:00 - 8:30 pm

## Date Changes

Requests for date and/or time changes must be submitted in writing by the contractor to ensure accountability and are subject to a rescheduling fee.

## Conveniences

- Electricity/Heat/Air Conditioning
- 11' 6" x 11' 6" Wedding Party Preparation Room
- 2 Restrooms
- Podium for Speaker/Clergy (secured to floor)
- Sound system with a single CD and MP3 player, iPod dock, cordless microphone and remote inside podium
- Bluetooth speaker for use with tablet or phone
- Small table for your unity candle or sand ceremony
- Seating for 80 people (15 pews) - NO EXTRA CHAIRS ALLOWED due to fire safety regulations
- Fully accessible to handicapped visitors (enter on east side of porch)
- Our Chapel Attendant will open and close the Chapel for your rehearsal and on your wedding day