



PROGRESS

Kristin Chapel

APPLICATION TO HIRE



Kristin

EARLY LEARNING - SENIOR SCHOOL

FUTURE READY



Kristin Chapel Hire

Full details of the officiating Minister, JP, Marriage Celebrant must be given to the Operations Manager at the time of the booking confirmation.

Confetti or rice is not to be thrown within the Kristin School grounds.

There are 27 pews which seat four adults comfortably so seating for 208. Furniture in the Chapel is not to be moved.

Fee for hiring Kristin Chapel covers the following:

- Time for decorating on the day of the ceremony
- Time for tidying up after the ceremony and removing decorations
- Cleaning of the Chapel both prior and after the ceremony by Kristin School
- Kristin School will ensure the grounds around the Chapel are of a high standard
- Kristin School will supply parking for the wedding guests inside the school grounds
- Kristin School will supply the school grounds for photo opportunities
- The sound system that is set up in the Chapel – piped music from a CD player
- A microphone is set up at the lectern

An organist can be provided at a charge of \$200 which covers the entrance, exit of the bride and any hymns. If the organist is required to play during the signing of the register or to accompany a soloist an additional charge of \$50 will apply.

The ability to project slideshows (laptop provided by the client) could also be provided at an extra cost.

When booking the Chapel, a 50% deposit is required and must be paid at the time of confirming the booking. If a cancellation notice of 30 days or more is given, the deposit will be refunded in full. If a cancellation notice of 14 days or more is given, 50% of the deposit will be refunded. If less than 14 days notice of cancellation is given, the deposit is non-refundable. Notice must be provided in writing.

REHEARSAL HIRE

\$100

WEDDING HIRE

\$900 No association with Kristin

\$450 Present and past students

\$450 Teachers and past teachers of Kristin School

BAPTISM HIRE

\$350 No association with Kristin School

\$200 Past students, present and past teachers

FUNERAL/MEMORIAL HIRE

\$250 No association with Kristin School

\$200 Past students, present and past teachers

OTHER

\$250 No association with Kristin School

\$200 Past students, present and past teachers

Kristin School

PROGRESS WITH VISION, INTEGRITY AND LOVE

Kristin Chapel Application for Hire

The Kristin Chapel is a peaceful and sacred place that is open to the school community during the day for quiet reflection. It is a place for belonging, and an authentic space where the various backgrounds and beliefs of each one of us will be respected.

NAME:

ADDRESS:

POSTCODE:

TELEPHONE NO:

EMAIL:

EVENT: WEDDING

BAPTISM

DATE CHAPEL REQUIRED: / /

TIME REQUIRED: _____

PRE-CEREMONY PRACTICE: / /

TIME REQUIRED: _____

I REQUIRE THE KRISTIN REVEREND TO OFFICIATE AT THE CEREMONY

YES

NO

IF NO, PLEASE PROVIDE DETAILS OF YOUR OFFICIATING MINISTER, JP OR MARRIAGE CELEBRANT:

NAME:

TELEPHONE NO:

EMAIL:

Costs

WEDDING

- \$900 NO ASSOCIATION WITH KRISTIN SCHOOL
- \$450 PAST AND PRESENT STUDENTS
- \$450 TEACHERS AND PAST TEACHERS OF KRISTIN
- \$200 KRISTIN SCHOOL TO PROVIDE ORGANIST
- \$50 ORGANIST TO ACCOMPANY SOLOIST OR PLAY DURING SIGNING OF REGISTER
- DVD/SLIDESHOWS - PLEASE CONTACT US TO DISCUSS

BAPTISM

- \$350 NO ASSOCIATION WITH KRISTIN SCHOOL
- \$200 PAST STUDENTS, PRESENT AND PAST TEACHERS

Payment options

MASTERCARD

VISA

AMEX

DEPOSIT: \$ _____

CREDIT CARD NO. _____

NAME ON CARD: _____

EXPIRY DATE: / /

SIGNATURE _____

CVC _____

Bookings will be confirmed once the deposit of 50% is received.
Please scan the completed form and email to mcross@kristin.school.nz

Contact

Please forward your completed Chapel Hire Form to:

Operations Manager
Kristin School
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Albany, Auckland

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e: mcross@kristin.school.nz

www.kristin.school.nz

