

## GUIDELINES FOR THE FLORIST

Druid Hills United Methodist Church has developed the following guidelines to avoid inadvertent damage to church property or to furnishings.

Please review them carefully.

**If you have any questions, please contact the Event Coordinator:**

**Julia Alexander at (404) 630-4180 or [julia@druidhillsumc.org](mailto:julia@druidhillsumc.org)**

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- ⌘ The altar table may not be removed nor moved from its central position. The altar table also cannot be used to display flowers. Due to the sanctity of the altar table, it can only be used for traditional elements of worship. **The cross and candles must remain on the altar table.**
- ⌘ No nails, tacks, or staples may be used to attach any decorations to church property.
- ⌘ If pew torches are used, pews must be protected against scratching and gouging by torch clamps.
- ⌘ Aisle runners are not permitted.
- ⌘ All candelabras must be placed on clear plastic covers, even if the candles are dripless. If candles or candelabras are to be placed on the pulpit platform in the sanctuary, ask the Event Coordinator to turn on the ventilation system to avoid placing candles or candelabras in drafts.
- ⌘ All decorations and equipment must be removed immediately after the ceremony. The church will not be responsible for storing any equipment.
- ⌘ Only silk rose petals (\$75 cleaning fee applies if not cleaned by wedding party) may be used during the procession down the aisle. Real rose petals are not permitted.
- ⌘ It is the responsibility of the florist to contact the Event Coordinator to arrange delivery and set-up time.
- ⌘ **Please give a copy of these guidelines to your florist.**

*I have received these guidelines and will provide them to my florist:*

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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