



Statement of Agreement Florists & Decorators

These policies and guidelines concerning floral decorations must be strictly followed. All florists offering their services to Lakewood Church members must have this signed agreement on file with the Wedding Director indicating you have read the guidelines for receptions and agree to abide by these policies.

The florist will have access to the room three hours before the scheduled time of the wedding. Flowers and decorations must be in place at least one hour before the service begins. This gives a time period of two full hours to complete the decorations. All flowers and decorations must be removed from the facilities immediately after the wedding ceremony by the florist or designated person.

You must use discretion in your floral decorations. **Absolutely no wire, tape, glue, staples, nails or tacks are to be used to fasten any decorations to the furniture, floor, or walls of the building or candelabras.**

Plants, greenery and other furnishings within the church must not be moved in order to use them as decoration for weddings. Furnishings will remain as they appear in normal room setting.

All policies and restrictions that apply to the florist also apply to any friend or member of the family planning to provide floral arrangements and decorations.

I have read and I understand how these policies apply to my work and agree to abide by these policies.

Please return this statement to:

Lakewood Church c/o Wedding Director, 3700 Southwest Freeway, Houston, Texas 77027

Name (Please Print)

Date

Firm Represented

Telephone Number

Address

City, Zip

Name of Bridal Party being served

Date of Wedding

Signature

