

Wedding Ceremonies

Thank you for considering the Rothko Chapel for your wedding ceremony. The Rothko Chapel's understated beauty and serene atmosphere make it an ideal space for events commemorating significant life passages. A dedicated Chapel representative will work with you to prepare for your wedding ceremony and coordinate on-site during the ceremony itself.

The process for conducting a wedding ceremony at the Rothko Chapel is as follows:

REVIEW

the enclosed Wedding Ceremony Policies

IDENTIFY

someone to serve as your official on-site coordinator for the day of your service. (Note: It is preferable that this person not be involved in the service itself in order to ensure his or her availability to coordinate with the Rothko Chapel staff as needed).

SUBMIT

the completed Wedding Ceremony Application and Service Details page via email:

Attention: Private Services
requests@rothkochapel.org

MEET

in person with our Private Services Representative to:

- a. Review the Wedding Ceremony Policies.
- b. Conduct an on-site walk-through of the Chapel.
- c. Confirm seating arrangement, set-up requests, and fees.
- d. Sign the agreement and pay the non-refundable deposit of \$750.

PLEASE NOTE: In order to formally reserve the Chapel for your preferred date, you and your on-site coordinator must meet in person with our Private Services Representative and pay the non-refundable deposit. Upon receipt of your Wedding Ceremony Application, our team will contact you to schedule the in-person meeting.

PAY

in full the remaining balance one week prior to the service.

We look forward to working with you to create a meaningful and memorable ceremony.

Policies

The Rothko Chapel has developed a set of policies to ensure that all services run smoothly and professionally. Because the Chapel is a sacred art space, home to a series of murals by Mark Rothko, primary consideration is always given to preserving the artwork and sanctity of the Chapel. As the Chapel is a sacred, interfaith space, all services must be conducted with a spirit of reverence and respect in alignment with the Chapel's mission and values, including: compassion, equality, inclusivity, peace, and mutual respect. The Chapel reserves the right to decline private service applications that do not abide by the policies below and/or the values of the Chapel.

Scheduling

- Services may last no more than 60 minutes.
- Should the ceremony last more than 60 minutes, an additional fee will apply.
- Services must take place between the hours of 10 am and 6 pm.
- Services may not be scheduled more than 6 months in advance.
- Services may not be scheduled during the following holidays: MLK Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve – New Year's Day.
- Ceremonies and receptions are not permitted on the Plaza or grounds.
- An in-person meeting is required to secure a reservation.
- Wedding rehearsals are encouraged and can be held.

Guests and Seating

- A maximum of 125 guests are allowed to attend wedding ceremonies.
- All guests, aside from the service participants, must be seated during the service.
- Additional guests will not be allowed to stand inside but will be directed to overflow seating or to the Plaza.
- The Chapel will close to the public 30 minutes before the beginning of the ceremony to allow for guest arrival and seating.
- All guests will receive a card welcoming them to the Rothko Chapel and informing them of the Chapel's guidelines:
- No food or liquids inside, no photography or video, no talking on cell phones, no touching artwork.

Fees

	Base Fee		Additional Fee	
Guest Total	Tues-Fri	Sat-Sun	Audio	Security
Up to 75	\$3,000	\$3,250	\$225	\$225
76-100	\$3,100	\$3,350	\$250	\$225
101-125	\$3,200	\$3,450	\$250	\$225

Sound and Music

- Live music is welcome. Musicians may arrive no earlier than 30 minutes before the ceremony.
- A sound technician can be hired to run the Rothko Chapel's sound system to play recorded music and/or use microphones for an additional fee.
- External sound equipment or sound systems may not be used.

Photography/ Videography /Electronic Devices

- Photography and videotaping are not permitted inside the Chapel building but are permitted on the Chapel Plaza and grounds.
- Cell phones and other electronic devices should be silenced.

Flowers and Decoration

- Decorations including candles, large flower arrangements, photographs, artwork, or slides are not permitted inside the Chapel or on the Plaza. Flowers and/or rice may not be thrown in the Chapel or on the Plaza.
- One framed photograph and/or one small flower arrangement may be placed on an easel or the lectern in the Chapel vestibule 30 minutes prior to the service.
 - The flower arrangement may be delivered no more than 1 hour prior to the service.
 - Printed programs and/or a guestbook may be placed on the vestibule lectern or distributed by Chapel volunteers.
 - Service participants (bride, groom, attendants) may carry small bouquets and/or wear boutonnieres.

WEDDING CEREMONY APPLICATION

Ceremony Date _____

Time _____

Rehearsal Date _____

Time _____

WEDDING PARTICIPANTS

Participant 1

First & Last Name _____

Current Address _____

Future Address _____

Phone _____

Email _____

Participant 2

First & Last Name _____

Phone _____

Email _____

Will either participant be changing their name?

Name of the Officiant _____

Religious or spiritual affiliation / name of institution _____

Phone _____

Email _____

Name of Service Coordinator _____

Company Name (if applicable) _____

Phone _____

Email _____

CEREMONY DETAILS

Number of Guests at *Ceremony* _____

Number of Guests at *Rehearsal* _____

Service Participants (if applicable, specify the number)

- _____ Officiant
- _____ Bridesmaids / Attendants
- _____ Groomsmen / Attendants
- _____ Flower girl(s) / Ring bearer(s)
- _____ Guest Speaker(s)
- _____ Singer(s)
- _____ Musician(s)
- _____ Instruments

Would you like the use of sound system / sound technician?

- _____ Yes
- _____ No

If so, check the items that you are requesting

- _____ Recorded Music (CD, Phone, MP3)
- _____ Podium Mic
- _____ Standing Mic
- _____ Earpiece Mic

Materials for the Chapel vestibule

- _____ Flower arrangement
- _____ Delivery Date _____ Time
- _____ Guestbook
- _____ Programs
- _____ Framed Photograph

Check the following items that apply

- _____ Photography on grounds
- _____ Date _____ Times
- _____ Podium
- _____ Music Stands
- _____ Round Table
- _____ Candelabra (2 available)

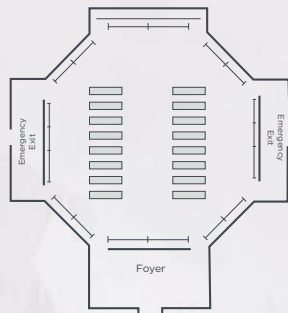
Number of Chairs Requested _____
(up to 20 for musicians and guests with limited mobility. Please be sure to include this number in your final guest count.)

Reserved Seating _____

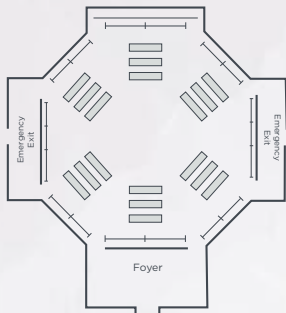
CHAPEL SETUP

Area - Main Room
 Approx. 50' in all directions
 4' alcove on north side of room
 * Each bench seats 4-5 people comfortably

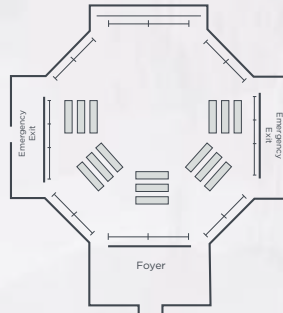
Straight
 75 max capacity



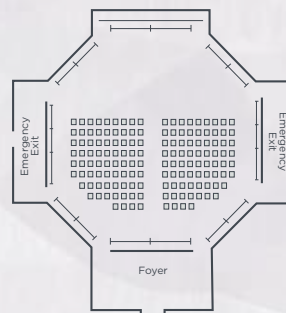
Circle
 85 max capacity



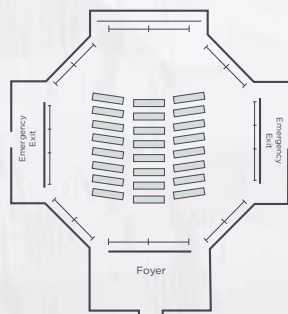
Semi-Circle
 65 max capacity



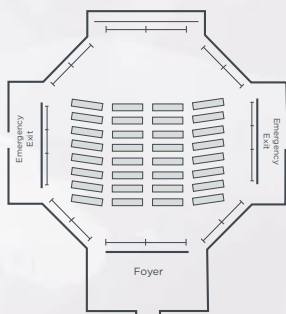
Chair Straight
 125 max capacity



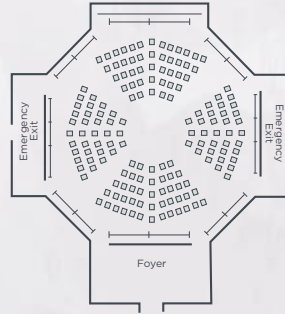
Theater
 100 max capacity



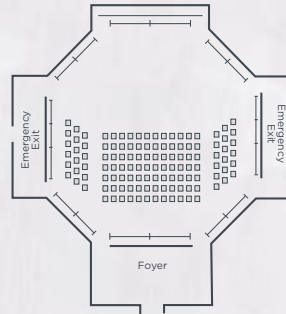
Theater Center Aisle
 125 max capacity



Chair Round
 125 max capacity



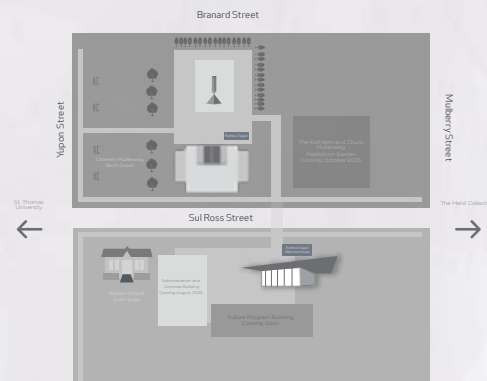
Chair Theater
 125 max capacity



***For use of chairs, there is a base charge of \$200 for weddings up to 100 people. For weddings of 101-125 the charge is \$300.**

Parking Information

Parking is available on Yupon, Branard, and Sul Ross streets around the Chapel. Please pay attention to the parking regulation signs for neighborhood parking regulations. Rothko Chapel guests are also welcome to use the Menil Collection parking lot for free, located at the intersection of West Alabama and Mulberry streets, and the Moran Parking Center at the University of St. Thomas for \$10 per car, located at the intersection of West Alabama and Graustark streets.



Rothko Chapel

1409 Sul Ross Street, Houston, TX 77006
 The Chapel is located at 3900 Yupon Street
 Tel: 713.524.9839 Fax: 713.524.7461
www.rothkochapel.org