Reservation for Weddings on Campus
Mary Lou Campana Chapel and Lecture Center

Wedding Date - Please call 724-836-7496 to check availability.

<table>
<thead>
<tr>
<th>Friday Ceremony</th>
<th>Thursday Rehearsal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access</td>
<td>Assigned rehearsal times</td>
</tr>
<tr>
<td>1:00 p.m.</td>
<td>5:00 - 6:00 p.m.</td>
</tr>
<tr>
<td>2:00 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>3:30 p.m.</td>
<td>6:00 - 7:00 p.m.</td>
</tr>
<tr>
<td>Date: ______________</td>
<td></td>
</tr>
<tr>
<td>6:00 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>7:00 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>8:30 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>Assigned rehearsal times</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Saturday Ceremony</th>
<th>Friday Rehearsal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access</td>
<td>Assigned rehearsal times</td>
</tr>
<tr>
<td>10:30 a.m.</td>
<td>3:00 - 4:00 p.m.</td>
</tr>
<tr>
<td>11:30 a.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>1:00 p.m.</td>
<td>4:00 - 5:00 p.m.</td>
</tr>
<tr>
<td>Date: ______________</td>
<td></td>
</tr>
<tr>
<td>1:30 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>2:30 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>4:00 p.m.</td>
<td>5:00 - 6:00 p.m.</td>
</tr>
<tr>
<td>Date: ______________</td>
<td></td>
</tr>
<tr>
<td>4:30 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>5:30 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>7:00 p.m.</td>
<td>Date: ______________</td>
</tr>
<tr>
<td>Assigned rehearsal times</td>
<td></td>
</tr>
</tbody>
</table>

Notes: __________________________________________________________________________________________
________________________________________________________________________________________________

Fees
- Current Pitt-Greensburg Student or Pitt-Greensburg Alumni - $300
- Current Pitt Student or Pitt Alumni of any other campus - $325
- Current staff, current faculty, retired/emeritus staff or faculty (of any Pitt campus), advisory board member, and their immediate family members - $350
- Holiday Weekends, for all affiliated groups, including: Martin Luther King weekend, weekend to kick off spring break, Memorial Day weekend, 4th of July weekend, Labor Day weekend, and Thanksgiving weekend - $500
- New Year’s Eve, for all affiliated groups - $1,000

Couple
Who is affiliated with the University, the bride or the groom? _______________________________________________

What is the affiliation? 1. Faculty 2. Staff 3. Current Student 4. Family*
5. Alumni (Class Year: __________) 6. Advisory Board Member

*Name of family member (include maiden name, if married): ________________________________________________
**Name of Bride:**
_________________________________________________________________________

**Home Address:**
_________________________________________________________________________

**Telephone:**
_________________________________________________________________________

**Email Address:**
_________________________________________________________________________

**Name of Groom:**
_________________________________________________________________________

**Home Address:**
_________________________________________________________________________

**Telephone:**
_________________________________________________________________________

**Email Address:**
_________________________________________________________________________

**Ceremony**

**Type of Ceremony:**
[ ] Religious  (Denomination: __________________________)  [ ] Civil

**Clergy or Civil Officer:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Cell</th>
<th>Email</th>
<th>City/State</th>
</tr>
</thead>
</table>

**Will there be a co-officiant?**
[ ] No  [ ] Yes: __________________________

**Guests**

The Campana Chapel accommodates 172 guests.

<table>
<thead>
<tr>
<th>Approximate Number of Guests:</th>
<th>Number of Bridesmaids:</th>
<th>Number of Groomsmen:</th>
<th>Number of Flower Girls:</th>
<th>Number of Ring Bearers:</th>
<th>Number of Extra Ushers:</th>
</tr>
</thead>
</table>

**Will the Mother of the Bride attend?**
[ ] Yes  [ ] No

**Will the Father of the Bride attend?**
[ ] Yes  [ ] No

**Will the Grandparents of the Bride attend?**
[ ] Yes  [ ] No

**Number of Bride’s Stepparents (if any):**

- [ ] Stepmothers  [ ] Spouse/Guest
- [ ] Stepfathers  [ ] Spouse/Guest

**Will the Mother of the Groom attend?**
[ ] Yes  [ ] No

**Will the Father of the Groom attend?**
[ ] Yes  [ ] No

**Will the Grandparents of the Groom attend?**
[ ] Yes  [ ] No

**Number of Groom’s Stepparents (if any):**

- [ ] Stepmothers  [ ] Spouse/Guest
- [ ] Stepfathers  [ ] Spouse/Guest

**Special circumstances to be considered?**

**Notes:**

**Ambiance**

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
</table>
I plan to provide: □ Altar Flowers □ Aisle Runner □ Unity Candle and Holder □ Other ____________

Chapel will provide: □ Kneelers □ Piano □ Microphones □ Other ____________

Photography

We plan to take photos in and/or outside the chapel: □ Yes* □ No

We plan to take photos, at another location on campus: □ Yes* □ No

If yes, where? __________________________________________

Be advised: it is possible that another party has already requested a one-hour photo time slot for the day you would like to reserve the chapel. Although yours will be the only party with Chapel access, during your assigned time slot, they may plan to be at other locations on campus at the same time.

Upon receipt of this form, payment, the photography form, and verification of availability, you will be contacted to confirm your reservation for Campana Chapel. In addition and if applicable, your photography permit will be forwarded to you granting permission to take photographs on our campus. If approached, this photo permit must be presented. Otherwise, you may be asked to leave.

Payment must accompany this form to complete the reservation. Checks should be made payable to: University of Pittsburgh at Greensburg. Cash is accepted, in-person only.

The University of Pittsburgh at Greensburg will not be liable or responsible for personal injuries, personal property damage, lost or stolen property.

For further chapel information, contact: Julia Sefcheck, Alumni Engagement Officer

724-836-7496 or pgaa@pitt.edu

If you would simply like to take your wedding photographs on our campus, but not utilize our chapel facility, please complete ONLY the separate On-Campus Photography Request form.

By signing, the couple acknowledges that they have read the separate Official Guidelines for Weddings in the Mary Lou Campana Chapel and Lecture Center, understand all of the information within, and agree to comply with those policies.

Bride’s Signature __________________________ Date ____________

Groom’s Signature __________________________ Date ____________

Return this form and payment to: University of Pittsburgh at Greensburg • ATTN: Alumni Relations

150 Finoli Drive, Lynch Hall 209 • Greensburg, Pennsylvania 15601