**GUIDELINES FOR PROVIDING FLOWERS**

Flowers are always given to the glory of God, and either in memory of or thanksgiving for a person (or persons) or a special occasion.

Flowers Given on Sunday

Any person(s) shown on the flower chart as providing flowers for a particular Sunday takes precedence over any other arrangements that may be left in the church from a special service during the week.

Flowers may also be placed around the baptismal font for special occasions when altar flowers have already been given.

Flowers may be provided during Lent.

Procedure

1. Please place your name on the flower chart located in Thatcher Hall and indicate whether one or two arrangements are being requested.
2. You will be contacted on Monday prior to the Sunday for which you’ve volunteered by the office volunteer to obtain the following information:
	1. Any special flower colors.
	2. Whether you would like to provide your own arrangement or potted plant, or if you want the office to order them for you. If you choose to provide your own flowers, we ask that they be arranged and delivered to the church no later than 11:00 a.m. on Saturday.

Approval for appropriate containers and arrangements rests with the Rector if there is a question.

Flowers for weddings, funerals, or special occasions should be worked out with the Rector in advance.

Persons providing the flowers may take them after the 10:30 service or leave them for the Wednesday service. The altar guild will dispose of them after the Wednesday service.