



# THE CONFERENCE PLACE

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AT UNIVERSITY OF PITTSBURGH GREENSBURG

## *Weddings at Pitt-Greensburg*

### *Mary Lou Campana Chapel & Lecture Center*

Names: \_\_\_\_\_

Address: \_\_\_\_\_

Email and Phone: \_\_\_\_\_

The costs for weddings are listed below and include the rental of the chapel and the wedding photo permit. Once a satisfactory date and time is determined, the reservation form must be returned with a check payable to: *The University of Pittsburgh at Greensburg*. Reservations are finalized once payment is received.

- ❖ Pitt-Greensburg Students, Staff, Faculty, Alumni, Advisory Board members, retired/emeritus staff or faculty, and their immediate family members - \$350
- ❖ Students, Staff, Faculty, Alumni, Advisory Board members, retired/emeritus staff or faculty of any other University of Pittsburgh campus (Bradford, Johnstown, Oakland, Titusville) - \$400
- ❖ Wedding parties with no affiliation to the University of Pittsburgh (any campus) - \$500
- ❖ Holiday Weekends, including: Martin Luther King weekend, weekends before/after spring break, Memorial Day weekend, 4<sup>th</sup> of July weekend, Labor Day weekend, and Thanksgiving weekend - \$200 in addition to initial charges.
- ❖ New Year's Eve ceremony - \$1,000

#### **University Affiliation, (if applicable):**

Who is affiliated with the University? \_\_\_\_\_

What is the affiliation? (choose from options below): \_\_\_\_\_

1. Pitt Greensburg Student/Staff/Faculty/Alumni/Advisory Board and immediate family members
2. Student/Staff/Faculty/Alumni/Advisory Board and immediate family members from any other University of Pittsburgh campus

Name of affiliated family member: \_\_\_\_\_

Graduation year/campus: \_\_\_\_\_



*Requested Wedding Date:* \_\_\_\_\_

*Preferred Rehearsal Time:* \_\_\_\_\_ *Preferred Ceremony Time:* \_\_\_\_\_

The options for a standard rehearsal and ceremony are as follows:

- ❖ Friday Wedding Rehearsal Times  
3:00pm-4:00pm; 4:00pm-5:00pm; 5:00pm-6:00pm
  
- ❖ Saturday Wedding Ceremony Times  
1:30am-1:00pm (10:30am access)  
2:30pm-4:00pm (1:30am access)  
5:30pm-7:00pm (4:30pm access)

Rehearsal time is limited to one (1) hour from the time it is scheduled to begin. You will have access to the chapel one (1) hour prior to your ceremony. This will allow your florist, DJ/pianist or other musician, officiant, photographer, and/or videographer time to set up and your guests to arrive and be seated. Participants who arrive prior to their scheduled time are not guaranteed access to the space, as other events might be scheduled.

\*If interested in a Friday wedding, we are happy to work with you on rehearsal and ceremony times.

\*There is a 20% discount for current or former military – active, guard, or reserve. A copy of the common Access Card (CAC, current military) or DD Form 214 (former military) must be provided.

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*Upon receipt of this form, verification of date availability, and payment of rental fee, you will be contacted to confirm your request to reserve Campana Chapel. By submitting this form, the couple acknowledges that they have read the separate "Official Wedding Guidelines" packet, understand all of the information within, and agree to comply with those policies.*

*The University of Pittsburgh at Greensburg will not be liable or responsible for personal injury, personal property damage, lost or stolen property, or weather-related issues. If COVID-19 restrictions are in place, we expect all guest to follow them.*

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**Return this form and payment to:**

**University of Pittsburgh at Greensburg • ATTN: Conferencing Services  
150 Finoli Drive, Lynch Hall 208 • Greensburg, Pennsylvania 15601**

For further chapel information, please contact Conferencing Services:  
Sherra Moors, Director of Conferencing; 724-836-7743; [sherramoors@pitt.edu](mailto:sherramoors@pitt.edu)