

WEDDINGS IN DWIGHT CHAPEL

Dwight Hall at Yale, 67 High Street, P. O. BOX 209008, New Haven, CT 06520-9008

Phone: 203-432-2420 Fax: 203-432-2425 Email: resources@dwighthall.org

Dwight Hall at Yale welcomes Yale and community members to its building. The following policies will assure its proper use, for the enjoyment of all. Anyone can be married in Dwight Chapel and reservations are on a first-come-first-served basis.

About us

Dwight Hall at Yale was founded by undergraduates in 1886 as the Young Men's Christian Association at Yale. Dwight Hall at Yale has evolved into an independent, nonsectarian, non-profit umbrella organization with a strong history of social justice work in New Haven and beyond. As the Center for Public Service and Social Justice, Dwight Hall now reflects an inclusive and diverse Yale student body. It is the largest campus-based student-run service organization in the country.

Dwight Chapel is located on the Yale University Old Campus and is the physical center of Dwight Hall. Old Campus may be entered via Phelps Gate, on College Street between Elm and Chapel Streets. The building is directly across the courtyard from Phelps Gate and staff offices are in the wing of the building that features an accessible wheelchair ramp entrance. It can also be accessed from the gate on High Street, close to Elm Street. The building will on the right hand side. Also, the chapel and building is **not air conditioned**.

On the next page, the requestor will submit information for the wedding rehearsal and ceremony. The Dwight Hall Administrative Assistant (203-432-2420) will input room requests during office hours: Monday-Friday 9:00 a.m. to 5:00 p.m. Once a request is submitted, the Administrative Assistant will email the requestor back confirming the date, time and rooms. Please read the rest of these terms of use before proceeding to the form.

Keep in mind, when putting in a request, make sure enough time is factored in for set up, event time, and break down.

Rates (includes time in the Chapel for rehearsal and ceremony)

- Alumni/Faculty/Staff/Students: \$350.00; Non-Affiliate of Yale: \$400.00
- Reception Space (Common Room) if needed: \$350.00
- Waiting/Changing room during ceremony time: \$35.00 per hour for the Library (room located off of the right side lobby)

****\$100.00 NON-REFUNDABLE Deposit to hold wedding date is required****

****All payments must be made in full no less than 30 days prior to event****

Your donation will go towards our many student sponsored service projects in the City of New Haven.

Insurance

Dwight Hall at Yale users are required to be insured for liability and must give evidence of \$1,000,000 limit of general liability insurance from a company licensed to do business in Connecticut in the form of a Certificate of Insurance which names Yale University as additional insured. The certificate should be submitted before the event. If one does not possess liability insurance, coverage can also be purchased from Yale through URMIA. Please contact the Dwight Hall Main office for insurance information. Insurance application must be completed online:

<https://tulip.ajgrms.com/>

Capacity

The Chapel can accommodate 170 people but there are only 120 chairs in the Chapel. Chairs and tables for receptions can be rented from General Rental in Hamden, CT (203-288-8271). The Common Room will accommodate 80 for a reception. **NO LIQUOR IS PERMITTED/SMOKING IS PROHIBITED.**

Chapel's Sexton

The services of the Chapel's sexton are required. Seating arrangements are made with the Sexton, who should be notified of your wedding date/rehearsal as soon as possible. Scheduling his services and fees must be negotiated directly with Mr. Steven Crawford at home (203)787-4000 or on his cell (203)868-8098. The fee of \$125.00 is charged for assisting with the wedding rehearsal. If a reception is included, he will charge an additional sum.

Organ

Couples in need of an organist should first obtain the contact list of Yale student organists from the Dwight Hall office. If they are unavailable, please contact Eleanor Fulton (203) 562-4998. Their basic fee is \$200.00 for a wedding with no rehearsal. Extra fees may be charged for rehearsals or for additional soloists or instrumentalists. If a couple has an organist they would like to use, they must get approval from Prof. Thomas Murray in the School of Music (203) 432-5183 thomas.murray@yale.edu.

Other Arrangements

The distance from the door to the organ screen is approx. 81 feet. A 75-foot runner will be more than sufficient. Check with your minister regarding candles and other altar decorations. For receptions of 25 or more people, we suggest that you have a

caterer.

Security Officer during times the Old Campus is locked down

Old Campus gates are locked during the time frame students are not on campus. This means that a security officer will need to be hired to stand at the closed High Street gate to let the wedding party and guests inside the campus.

This includes: Thanksgiving break (goes from the Friday before Thanksgiving through that week), winter break (goes from the Friday before Christmas through the first weekend in January), and Summer evenings (goes from the end of June through August). If a couple would like to get married during one of these times, they will be responsible for the cost of a Yale security guard.

Parking

Bagging of meters is arranged through the New Haven Police Department (203-946-8075) by the couple.

Directions/contact information

<http://dwithhall.org/contact/>

Proceed to the [wedding reservation form](#).