

FLOWER PROVIDER INSTRUCTIONS

(Revised March 2017)

1. Do not feel compelled to spend big bucks or hire a pro. A simple arrangement of cut flowers from your garden or a grocery store plant is as worthy as any FTD arrangement.

2. Please do not include lilies in your flower arrangement, as many people have allergies to these flowers.

3. The scale of the chancel is larger than you might realize. A taller vase than you might have at home comes in handy. We have several tall vases for loan in the Sacristy in the cupboard to the right of the sink.

4. We celebrate communion during the worship on the first Sunday of each month. If your flower Sunday is a Communion Sunday, the flowers may be arranged off center to one side of the communion table, a larger arrangement can be freestanding in front of the pulpit or on a pedestal to one side of the chancel.

5. The flowers need to be visible above the bible on the Communion Table. Not to worry - we have several tricks up our sleeves, such as boxes/risers. Members of the Worship Commission can help you set up your floral offering as needed on Sunday morning.

Note: The arrangement or plant provided for the communion table should not be more than sixteen (16) inches high so that the person preaching can see over it, especially looking to the left. The vase or plant should be placed on a riser or on a piece of plastic, so that no water gets on the Communion Table. If a large arrangement is made, it may be placed on the floor in front of the Altar.

6. Your floral offering should be at the church between 9 and 9:15 am on Sunday morning. Due to heavy facility use on weekends, please make prior arrangements with staff or the Worship Commissioner if you need to drop off flowers in advance of Sunday morning.

7. If your flowers are to be in memory/honor of a person/occasion, please contact the church office staff no later than Wednesday morning to have that posted in the bulletin.

8. During Advent and Lent, please contact the office staff or Worship Commissioner to see if flowers will be needed for a specific Sunday, as palms, poinsettias and Easter flowers are generally used. Typically flowers are not needed on Palm or Easter Sunday and during Advent.

9. Please pick up your arrangement after worship to take home or dispose. If you would prefer that the flowers be given to a shut-in or used elsewhere, please talk to one of the pastors or Diaconate for guidance on who might benefit from your flowers.

10. Please clean and return all vases to the Flower Cupboard within one week for others to use.

11. If you have any questions, please contact a member of the Worship Commission.

**Thank you for your contribution to the beautification of our sanctuary
for Sunday worship.**