



## Mary MacKillop Precinct incorporating *St Joseph's Chapel*

St Joseph's Chapel is a private Chapel of the Sisters of Saint Joseph. The Chapel is managed by Mary MacKillop Precinct, in collaboration with the Sisters of Saint Joseph.

### Facilities and Availability

- The Chapel is available for wedding celebrations from February to December.
- Wedding bookings are for a period of two hours.
- Arrangements for the following are made through the Receptionist, who will liaise with the Chapel Coordinator:
  - **Rehearsal time:** to be finalised at least two weeks before the wedding date
  - **Flowers:** Floral arrangements may be delivered to the chapel on the day of the wedding
  - **Music:** There is an organ available in the choir loft, and a CD/iPod system in the body of the Chapel.
- Toilets are located in both the Museum and Bethany (including designated disabled toilets)
- There is wheelchair access to St Joseph's Chapel



### Photography

Photography is permitted in the Museum, Chapel and outside in the grounds of Mary MacKillop Precinct. Please follow us on Facebook and Instagram: @marymackillopprecinct and share your photos with us using the tags: #marymackillopprecinct and #sistersofsaintjoseph

### Where are we?

Chapel entrance is via 4 High Street, Kensington Click [here](#) for map, Phillips Street gate, or 286 Portrush Road.

### Parking

Wedding vehicles can enter through either the main gates at 286 Portrush Road, Kensington, or the driveway at 4 High Street, Kensington. Street parking only for wedding guests.

### Other Important Information

- Those who book St Joseph's Chapel are required to:
  - begin your event and vacate the Chapel at the scheduled times
  - follow the emergency procedure as instructed by the Chapel Coordinator
  - take reasonable care and avoid adversely affecting their own safety and well-being
  - respect security procedures and instructions
  - report all hazards, incidents and/or accidents to the Chapel Coordinator
- Loss or damage to any part of the Chapel or its equipment will be the financial responsibility of the group organiser.
- Confetti and rice are **not** permitted in the Chapel or surrounding grounds.
- Mary MacKillop Precinct is **smoke and alcohol-free**.

### Booking Terms

Bookings are made with Mary MacKillop Precinct Reception: Phone 08 8130 5900 Email: [infos@sosj.org.au](mailto:infos@sosj.org.au)

- Wedding dates and/or times cannot be changed by the wedding party or celebrant without the knowledge or consent of the Mary MacKillop Precinct Receptionist.
- All bookings are considered tentative until the Receptionist receives a copy of the completed application form, which must be signed the Celebrant. A duplicate is to be sent to Saint Ignatius' Parish Norwood Office.
- Confirmation will be sent upon receipt of a completed booking form.

### Fees for the use of St Joseph's Chapel for a wedding

- Josephite or Mary MacKillop College Old Scholar: \$350 or Other: \$400
- There is a Bond of \$250, which will be refunded provided all conditions are fulfilled
- A Tax Invoice for the Chapel Fee and Bond will be sent to you at the time your booking is confirmed. Payable within 14 days.
- Please note: it is customary to pay a 'stipend' (fee) to the priest celebrant. We suggest that you discuss this matter with him.

### Cancellations

- Please notify Mary MacKillop Precinct as soon as possible should there be need to cancel your booking.
- If notification is received a month or more before the scheduled date, payment will be refunded in full.
- A fee of \$100 will be charged for any cancellation received less than a month before the date booked. The remainder of the booking fee, plus the bond, will be refunded.

**The Staff and Volunteers of Mary MacKillop Precinct are committed to the Safeguarding of Children and Vulnerable Adults and to providing a Safe Environment for all.**



## Booking Application for Weddings in St Joseph's Chapel Form One (For Mary MacKillop Precinct Adelaide)

Date of Wedding:        /        / 20\_\_\_\_ Time: \_\_\_\_\_

Type of Service:         Nuptial Mass     Wedding Service

Bride's Full Name: \_\_\_\_\_

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

Phone:                    Home: \_\_\_\_\_                    Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Are you an old scholar of the Sisters of Saint Joseph?      Yes          No

If Yes, where?        \_\_\_\_\_                    When: \_\_\_\_\_

Bridegroom's Full Name: \_\_\_\_\_

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

Phone:                    Home: \_\_\_\_\_                    Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Are you an Old Scholar of the Sisters of Saint Joseph?      Yes          No

If Yes, where?        \_\_\_\_\_                    When: \_\_\_\_\_

Name of Priest Celebrant: \_\_\_\_\_

Priest's Signature: \_\_\_\_\_

Please note - Your wedding booking cannot be confirmed without the Priest's signature.

Signatures of those intending to marry:

Bride: \_\_\_\_\_                    Date:        /        / 20 \_\_\_\_

Bridegroom: \_\_\_\_\_                    Date:        /        / 20 \_\_\_\_

Please complete this form and return to  
Mary MacKillop Precinct Reception at: [infos@sosj.org.au](mailto:infos@sosj.org.au)

*Thank you!*

Mary MacKillop Precinct: A Ministry of the Sisters of Saint Joseph  
◆ Office: 4 High Street, Kensington    ◆ Postal Address: PO Box 57, Kent Town 5071  
◆ Phone: 08 8130 5900    ◆ Email: [infos@sosj.org.au](mailto:infos@sosj.org.au)  
ABN 33 293 441 659

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## Booking Application for Weddings in St Joseph's Chapel Form Two (for St Ignatius' Norwood Parish Records)

Date of Wedding:        /        / 20\_\_\_\_ Time: \_\_\_\_\_

Type of Service:         Nuptial Mass     Wedding Service

Bride's Full Name: \_\_\_\_\_

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

Phone:                    Home: \_\_\_\_\_                    Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Are you an old scholar of the Sisters of Saint Joseph?      Yes      No

If Yes, where?        \_\_\_\_\_                    When: \_\_\_\_\_

Bridegroom's Full Name: \_\_\_\_\_

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

Phone:                    Home: \_\_\_\_\_                    Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Are you an old scholar of the Sisters of Saint Joseph?      Yes      No

If Yes, where?        \_\_\_\_\_                    When: \_\_\_\_\_

Name of Priest Celebrant: \_\_\_\_\_

Priest's Signature: \_\_\_\_\_

Please note - Your wedding booking cannot be confirmed without the Priest's signature.

Signatures of those intending to marry:

Bride: \_\_\_\_\_                    Date:        /        / 20\_\_\_\_

Bridegroom: \_\_\_\_\_                    Date:        /        / 20\_\_\_\_

Please complete this form and return to  
Saint Ignatius' Parish, 137 William Street, Norwood SA 5067

*Thank you!*

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