



War Memorial Chapel and Court Wedding Information

Thank you for your interest in hosting your Wedding Ceremony at Virginia Tech!

This online brochure provides basic information about who is eligible to use War Memorial Chapel and Court, our schedule of wedding times, fees, and important guidelines to assist you in planning your wedding.

If you have any questions, a Reservations Coordinator will be happy to help you. We can be reached at (540) 231-5005 or eventservices@vt.edu Monday through Friday from 8:00 AM - 5:00 PM.

VENUE OVERVIEW:

Constructed between 1951 and 1960, the War Memorial Chapel is one of the leading landmarks on the Virginia Tech campus and honors students who have given their lives in defense of the United States as members of the Armed Services. The chapel was constructed in the center of campus overlooking the Virginia Tech Drillfield.

The upper level contains Memorial Court with eight sculptured Indiana limestone pylons representing, from left to right: Brotherhood, Honor, Leadership, Sacrifice, Service, Loyalty, Duty, and Ut Prosim (the University motto: "That I May Serve").

The names of alumni who have died while in military service are carved on the pylons.

The four left pylons were designed by Henry Kries; the right pylons were designed by Charles Rudy.

Centered at the back of Memorial Court is a cenotaph, which contains names of the seven alumni awarded the Medal of Honor.

WHO CAN GET MARRIED AT WAR MEMORIAL CHAPEL AND COURT?

One member of the couple getting married must be either:

- A current Virginia Tech Student, Faculty or Staff member
- An Alumnus or Retiree of Virginia Tech
- Parent/Grandparent of the couple is currently affiliated/retiree/alumni of Virginia Tech

The use of War Memorial Chapel is strictly for the wedding ceremony and we do not allow wedding receptions to take place in any Student Engagement and Campus Life managed venue.





WHEN CAN I MAKE A RESERVATION FOR MY WEDDING CEREMONY?

Weddings are scheduled year-round on Saturdays and Sunday dates may be considered during the summer months, although we will consider other days upon special requests. A minimum two hour period is reserved for the wedding date and rehearsals are scheduled for a one hour period on Friday and Saturday evenings prior to the wedding. Some weekends are reserved strictly for University, please call ahead to confirm these weekends. Wedding Reservations must be made a minimum of 45 business days prior to the requested ceremony date.

Weddings are unable to occur during the following periods annually:

- April 1 - May 31
- August 1 - September 30
- Any Virginia Tech home football game weekend (Thursday-Sunday)
- Any day where there is a large Virginia Tech event occurring (i.e. Homecoming)
- Any Virginia Tech observed holidays and closures

Current Booking Periods:

- We are currently accepting reservation requests for ceremonies occurring **on or before July 31, 2026**.
 - Please fill out the linked [War Memorial Chapel and Court \(Pylons\) Wedding Ceremony Request Form](#) to start the reservations process!

Future Booking Periods:

- **Requests occurring October 1, 2026 through July 31, 2027** will open sometime in May 2026
- **Requests for October 1, 2027 and beyond** will open at date to be determined
- If you are interested in placing your name on our waitlist, please fill out the linked [Wedding Waitlist form](#). We will get back to you when we are able to make reservations for your requested dates.

PRICING AND PAYMENT INFORMATION:

Costs to reserve War Memorial Chapel and/or War Memorial Court vary based on affiliation to the university. All requests have a 3-hour minimum (at least 1 hour for a rehearsal and 2 hours for the ceremony). Time requested for setup/decorating/tear down is charged at the hourly rates below.

Deposit:

- If your reservation request is granted, a \$150.00 non-refundable deposit is due within 2 weeks of the date of reservation confirmation to hold your requested date.

Venue Pricing:

- **War Memorial Chapel:**
 - Current VT Students/Faculty/Staff: \$65.00 per hour
 - Alumni/Retirees of Virginia Tech: \$100.00 per hour
 - Parents/Grandparents of couple are currently affiliated/alumni/retirees of Virginia Tech: \$100.00 per hour



- **War Memorial Court (Pylons):**
 - \$50.00 per day in addition to the applicable hourly rates listed above.
 - *The Chapel is automatically added as a rain location for all Pylon weddings. No exceptions.*

Equipment Pricing for Weddings at War Memorial Court (Pylons):

- **White Plastic Folding Chairs***
 - 100 chairs maximum
 - \$1.00 each
- **Grey Plastic Folding Tables***
 - 10 tables maximum
 - \$7.00 each

**Please note; this equipment is HEAVILY utilized and may not be in the best condition and/or available for your ceremony. You are welcome to contract with a local event company to provide chairs and/or tables if desired.*

Payment Information:

- Payments can be made via credit card using our secure payment website.
- Payment for the full Wedding Reservation must be made two (2) days prior to the Ceremony Date.
 - Failure to submit payment prior to that date may result in ceremony cancellation.

WHAT IS PROVIDED AND WHAT DO I HAVE TO PROVIDE FOR MY WEDDING CEREMONY?

Event Services Provided:

- Venue reservation for War Memorial Chapel and/or Court (Pylons) for the ceremony and rehearsal
- Access to the facility early on the day of the ceremony for setup (anytime after 9:00 am, hourly rate applies)
- 1- Baby grand piano (tuned regularly, however, can be tuned for your ceremony for a \$150 fee)
- 1- Unity Candle and stand (Unity Candle is for you to keep!)
- 1- Virginia Tech Staff member to assist with any facility related needs
- For an additional fee, audio-visual needs can be fulfilled by our Production Services team

Self-Provided:

- A Wedding Coordinator
 - *This person can be anyone of your choosing that cues the music, lines up the participants, signals everyone when to walk down the aisle, coordinates with the officiant and photographer, and coordinates the rehearsal and the ceremony.*
 - *This person cannot be the officiant or anyone who is a part of the processional.*
- Officiant
- Any decorations, flowers, candles, candle stands, seating cards, etc.
- Photographer, videographer, etc.
- People to set up any personal decorations brought into the venue
 - *SECL does not offer setup services for personal decorations.*
- Certificate of General Liability Insurance meeting Virginia Tech requirements covering the Wedding ceremony and rehearsal, as well as for any vendors on-site for your wedding (DJ, Photographer, etc.)*



*INSURANCE POLICY REQUIREMENTS

In accordance with [Virginia Tech Policy 5000](#), a Certificate of insurance is required for your Wedding Ceremony and Rehearsal meeting the below specifications:

- Minimum general liability coverage (commercial general liability) amount of \$1,000,000 per occurrence
- MUST name "Virginia Polytechnic Institute and State University" and the "Commonwealth of Virginia" as additional insured and certificate holders
- Must include wedding party name(s), event date(s), and location(s) in the description area

How do I obtain Event Insurance?

- You can purchase an insurance policy from [TULIP \(Tenants' and Users' Liability Insurance Policy\)](#) that provides special event liability coverage for events on college campuses.
 - Purchasing a policy on TULIP automatically includes the correct coverages for Virginia Tech and issues you an instant insurance certificate.
- If you choose to obtain insurance from another insurance provider, please seek out an insurance company that provides "General Liability Coverage" and can meet the above coverage thresholds.
 - *There are several local insurance companies who are familiar with the insurance requirements for Virginia Tech and can assist you. Event Services cannot recommend a specific company for you.*

WAR MEMORIAL CHAPEL - VENUE SPECIFIC INFORMATION:

Technical Specifications:

- The Chapel's maximum seating capacity is 240 people.
 - Approximately 200 people may be comfortably seated in the pews
 - There are an additional 44 chairs available around the perimeter, though visibility may be hindered due to the columns surrounding the Chapel.
 - There are 28 pews consisting of 14 on either side of the aisle.
- The wooden rails (the altar rails) on each side of the front of the Chapel are 17 feet in length
- The brass rails on each side of the rear of the Chapel (near the front entrance) are 10 feet, 8 inches in length.
- The Chapel aisle is 45 feet in length.
- The top of the altar is 8 feet by 2 1/2 feet.

Guidelines and Restrictions:

- No animals other than registered service animals are permitted in the chapel
- All decorations (including tape, wire, flowers, etc.) must be removed at the conclusion of the contracted time.
 - Additional cleaning of and/or repair to reserved venues resulting from the removal of stated materials will result in additional charges to sponsor. Student Engagement and Campus Life assumes no responsibility for materials left in spaces after the reservation period concludes.
 - Expenses incurred from damages due to decorating will be the sole responsibility of the sponsor
 - Examples include damage to walls and or furniture for use of dripped wax, adhesives, damage to floors, etc
- All exits must be free of barricades and exit signs must remain clearly visible. Doors/windows may NOT be covered.



- All paper materials must be flame proofed or fire retardant.
- Keep all paper and cloth away from light fixtures and ceiling sprinklers.
- Fire extinguisher compartments must be clearly visible.
- Aisles and walkways must be adequate for access and egress.
- Decorations or other material may not be attached to curtains, blinds, draperies or air vents.
- Approval to extend decorations to venue doorways or outside the room must be obtained from the Event Services. This approval will be indicated on the event contract and the sponsor will be notified in advance.
- If it is necessary for clients to move any furniture items, they should be replaced in their proper locations at the end of the reservation.
- Decorative Materials
 - Nails, tacks, staples, or other sharp objects may NOT be driven into walls, floors, doors, ceilings or tables.
 - NO tape, glue, adhesive picture hanging divides (command strips) are permitted for use on any surfaces in War Memorial Chapel.
 - **Glitter and/or confetti is strictly prohibited.** Flower petals are permitted, but are the responsibility of client to pick up following the ceremony.
 - All free standing decorations must be stable in nature and anchored securely using weights and/or sandbags.
 - Sand, gravel, fountains or other "water features" are not permitted without special permission from Student Engagement and Campus Life.
 - Candles or other Open flames are NOT permitted in Student Engagement and Campus Life Facilities without an Open Burn Permit request form completed at least 10 business days prior to the event date
 - Candles may only be used in a container that will catch all wax. Sponsor must keep all areas free of dripping wax.
- The flags on the walls of the Chapel may NOT be covered or removed for any reason.

WAR MEMORIAL COURT (PYLONS) SPECIFIC INFORMATION:

Please note the following guidelines and restrictions for ceremonies at the Pylons

- **NOTHING can be placed on the cenotaph** (marble symbolic tomb honoring Medal of Honor recipients who are Virginia Tech Alumni).
 - *The cenotaph must remain untouched and uncovered during the ceremony. No exceptions.*
- **Nothing can be hung, displayed or affixed on the Pylons themselves**
- Glitter and/or confetti is strictly prohibited. Flower petals are permitted.
- Tents larger than a 10'x10' pop-up canopy are not permitted on War Memorial Court
- There is enough space for roughly 100 chairs for guests. Chairs can be rented from us below or you can contract with a local company to provide tables/chairs as well as setup.
 - *Equipment rented from Student Engagement and Campus Life is self-serve. This means you are responsible for picking up the equipment, setting it up, breaking it down and returning it on the day of your event.*
 - *Equipment rented from a local company must be set up and removed on the day of your event. Equipment cannot remain overnight or be set up the day prior.*
- Traffic along Kent Street, Drillfield Drive and/or Alumni Mall cannot be stopped for any reason. It is very likely there will be some level of vehicular traffic during your ceremony.
- Pedestrian traffic can be restricted for the Pylons area itself, however, sidewalks must remain free and clear.



AUDIO-VISUAL INFORMATION:

Production Services provides sound, lighting, video, power and staging on Virginia Tech's campus. We are equipped with portable sound systems, projectors, lighting, and power systems with the flexibility to deliver professional quality support to any type of event. Student technicians have been professionally trained to support your event to achieve satisfaction in the course of any event.

If you are interested in receiving a quote for Production Services support for your ceremony, please reach out to them at production@vt.edu or 540-231-3499.

PARKING INFORMATION:

- All visitors to Virginia Tech's campus, including wedding party and attendees, must have a [Visitor Parking Pass](#) Monday - Friday, from 7:00 a.m. - 10:00 p.m. Parking passes are not typically required on Saturday or Sundays
 - The closest parking to the Chapel can often be found on the Drillfield, Alumni Mall, in the Squires Lot (College Avenue and Otey Street), or at the University Bookstore (metered/ParkMobile only).
- If you need parking for 50 or more people, please call Parking Services 540-231-3200 or parking@vt.edu to coordinate special parking arrangements.
 - They will assist in identifying the most appropriate parking location for visitors and coordinate event parking permits. This will also help reduce the rate of conflicts with other parking customers on campus.
- **It is recommended that you and your guests contact Parking Services at 540-231-3200 or parking@vt.edu two weeks prior to the event for full details of their rules and regulations.**

CANCELLATION POLICY:

- Reservations can be canceled up to 3 business days prior to the ceremony date, free of charge, less the non-refundable deposit.
- Reservations canceled two or less days prior to the ceremony date will be responsible for the full reservation charges.

DISCLAIMER:

University and student activities are a priority and scheduling of War Memorial Chapel is subject to change throughout the year. We will do our best to inform you of any University event that may coincide with your wedding date or place unusual demands upon the Chapel's appearance or accessibility. Though highly unlikely, unusual circumstances may disrupt reservations made months or even years in advance.