

GRACE CHRISTIAN CHURCH (DISCIPLES OF CHRIST)

WEDDING GUIDELINES

RESERVING THE DATE:

Lori Amason is the wedding coordinator. Inquiries please call her at 938-7694. The coordinator will reserve your date on the church calendar after receiving the deposit.

We do not schedule weddings on major holiday weekends or the third weekend of each month.

FACILITIES AND GENERAL INFORMATION:

1. The chapel seats approximately 175 comfortably.
2. No alcoholic beverages may be consumed on church property.
3. Smoking is not allowed inside the church building.
4. Only bubbles, birdseed, or sparklers may be used in lieu of rice.
5. The church nursery may be used as the bridal dressing area.
6. If you plan to have child care you are responsible for finding sitters and assume all risks and responsibility for the children.
7. The kitchen does not have a stove/oven. It does have microwaves and a warming unit.

WEDDING COORDINATOR:

1. The coordinator will be the primary liaison between the church and the wedding party throughout the planning, rehearsal, wedding, and reception.

2. The coordinator will meet with the couple two times before the wedding weekend. If desired, she will assist in planning the wedding day schedule.
3. The coordinator will direct the rehearsal and wedding and must be present during the rehearsal, wedding ceremony, and reception in order to ensure compliance with all policies of the church as stated in these guidelines.

SET-UP STAFF:

1. The designated set-up person will be the only person allowed to move any altar furniture, electrical equipment, pictures, or musical instruments.
2. Setup request forms, detailing how chairs, tables, and altar furniture are to be set for the wedding and reception, are due two weeks prior to the event.

MINISTER:

Please notify your wedding coordinator if you wish for our minister to perform your ceremony. The couple should contact the minister and then will be required to meet with him directly.

DECORATIONS:

1. Please do not use any type of nails, tacks, staples, pins, or adhesives that otherwise would mar woodwork, wallboard, brass, or furniture. (Command hooks are very useful.)
2. Pew markers should be hung only with materials that will not leave a mark on the pews.
3. Please do not remove hymnals, pens, bibles, or envelopes from pews.
4. Only dripless candles are allowed in candelabras. Votive and pillar candles must be contained in glass candleholders.
5. Drop cloths should be used under all live floral arrangements.

- 6. Only service animals are allowed inside the church facilities.
- 7. If desired, you may leave behind up to three floral arrangements for Sunday worship services.

NOTE: It is the responsibility of the wedding party, florist, decorator, or caterer to return every room used to the original condition in which it was found. This includes, but is not limited to, all decorations, flowers, food, and trash to be taken out of the church.

** It is the responsibility of the bride and groom to ensure that no damage occurs to Grace Christian Church during any wedding festivities. If any damage occurs it is the responsibility of the newlyweds to cover all cost of replacement or cleaning and the Compliance Deposit will not be returned.

We _____ and _____
UNDERSTAND THE GUIDELINES AND TAKE RESPONSIBILITY FOR
OTHERS WITHIN OUR PARTY TO ABIDE BY THE GRACE CHRISTIAN
CHURCH GUIDELINES.

Signed, _____ date _____

Signed, _____ date _____