



Wedding Policies

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Congratulations on your upcoming wedding! It is our desire to make this special event a success.

Scheduling

Notify church office of your intentions to use our facilities for your ceremony, reception or rehearsal dinner. Ideally this should be at least 6 months before wedding date.

Calendar

As soon as the date is *tentatively* placed on Church Calendar, it is up to the bride and groom to set up a time to meet with our Pastor.

In order to avoid any conflict of schedule, ceremony dates must be requested and approved through church office. Church sponsored events and activities always take precedence over outside groups or requests for personal events. No weddings can be scheduled during the two weeks prior to Christmas or 7 days prior to Easter Sunday. Additionally, weddings will not be performed on the following holidays: New Year's Eve, New Year's Day, Memorial Day, Fourth of July, Labor Day and Thanksgiving.

Marriage Preparation Sessions

Our church requires that anyone (member or non-member) participate in marriage preparation sessions. Our Pastor leads these sessions that cover a variety of topics (from finances to parenting) over a 5-6 week period. Another qualified counselor may lead such sessions upon approval from our Pastor. No wedding is confirmed on the church calendar until these sessions have been completed.

Union Wedding Supervisor

All weddings on the premises must have the Union Baptist Church Wedding Supervisor involved. She will:

- a. Contact custodian regarding clean up and furniture arrangement.
- b. Open and close church for rehearsal and wedding.
- c. Familiarize the wedding party with church facilities for dressing, etc.
- d. Be available for any questions that you have.

It is Bride/Groom's responsibility to contact Susan Burress at 689-6663 as soon as wedding date is confirmed with Church Office.

Rehearsal

If our Pastor is performing the ceremony, he will only be at the rehearsal for 1 hour. In that hour a wedding director hired by the wedding party or the Church Wedding Supervisor will be responsible so that the rehearsal will run smoothly. All decisions about the ceremony need to be made long before rehearsal time.

Bring your marriage license to the rehearsal.

Music

Music for your ceremony must be in good taste and honor the purpose of your wedding. No music will be allowed that uses vulgar language or has explicit lyrics. All music must be approved by Pastor during the final Marriage prep session.

No wedding music will be rehearsed at the rehearsal except the entrance and exit music.

Decorations

The Sanctuary and/or gym are available for decorations on the rehearsal day only. If wedding is on Sunday, no decorations may be placed until after regular church worship.

Sanctuary furniture and equipment must be moved only by authorized personnel of Union Baptist Church (such as our custodian or wedding supervisor) All decorating must be reviewed and approved at least 7 days prior to the wedding date.

No rice, bird seed, real flower petals, (silk petals are permitted) or potpourri will be thrown inside the church building. No wax candles may be used on church premises. Dripless candles are permissible.

No food is permitted in sanctuary.

Covenant Guidelines

1. Couples being married at Union Baptist Church must have surrendered their lives to Jesus Christ as Lord and Savior and must be committed to establishing a Christian home.

2. Divorced persons may be considered for marriage at Union should they meet one of these Biblical criteria:

- a) Former spouse is deceased (Romans 7:2. 1 Corinthians 7:39)
- b) Divorce occurred prior to conversion (2 Corinthians 5:17)
- c) Divorce occurred because of sexual unfaithfulness by spouse (Matthew 19:3-9)
- d) Desertion by an unbelieving spouse (1 Corinthians 7:15)
- e) Former spouse initiated divorce and has remarried (Romans 7:3)

If a divorced person answers negatively in all cases, acknowledging that other extenuating circumstances often relate to divorce, a meeting with the Pastor may be arranged to consider their individual case.

No remarriages after divorce of a spouse will be performed until at least one year has passed from the time the divorce is finalized.

3. Couples must remain celibate and not live together at any time prior to the wedding ceremony.

Restrictions

1. Union Baptist Church reserves the right to deny a wedding application or refuse to marry anyone, for any reason.
2. We do not allow homosexual marriages on our campus and no pastor of the church will perform a ceremony.
3. We do not marry couples if either person is under the influence of alcohol or drugs before or during the rehearsal and/or wedding.
4. Any member of the wedding party who is under the influence of drugs or alcohol will not be allowed to participate in the wedding.
5. Union Baptist Church also prohibits smoking, alcohol consumption, gambling, weapons and pets on the property.
6. In no case shall any church sound, projection or lighting systems be operated by anyone other than authorized personnel designated by Union Baptist Church.
7. All groups must vacate the building by 10:30 p.m. unless prior written approval has been granted by the church office.
8. Any additional special requests must be noted at the time of application and will be subject to approval.

Wedding Related Fees

Facility:	Member	Non-Member
Sanctuary	\$0	\$250.00
Family Life Center: Reception	\$0	\$250.00
Family Life Center: Rehearsal Dinner	\$0	\$200.00
Pastor	Member Your discretion	Non-Member \$250
Custodian Fee	Member \$75.00	Non-Member \$100.00
Wedding Supervisor	Member \$75.00	Non-Member \$100.00
Special Needs	Member	Non-Member
Audio Tech*	\$75.00	\$75.00
Projection *	\$75.00	\$75.00

* If use of audio, video or projection equipment is needed, the Media Ministry must notified at least 4 weeks prior to wedding. The number is available from the Church Office.

Musicians / Videography

The church pianist, musicians or TV ministry personnel must be contacted on an individual basis, as such fees may vary.

Childcare

Childcare can be made available for the wedding party and their families, but is not available to wedding guests. Childcare is subject to worker availability and is limited to newborns - 4 year olds only. Payment for childcare providers will be \$25 per hour and there is a 2 hour minimum requirement for this service. Two workers are required for each room. Payment must be made in advance of care.