

WORD OF LIFE FELLOWSHIP WEDDING POLICY

INTRODUCTION

The most important decision you will ever make is to invite Jesus Christ into your life. The second most important decision you will ever make is the choice of a lifetime partner in marriage. A wedding is more than just a happy social event, it is a worship service in which two people commit their lives to each other and to the Lord.

In order for you to have a sacred and dignified ceremony, you are urged to make thorough preparations, spiritually as well as temporally. The ministers and staff of Word of Life Fellowship wish to extend every possible assistance to you so that your wedding will be a memorable experience.

SCHEDULING

The bride or groom, or parents or grandparents of either must be members of Word of Life Fellowship for the wedding to be celebrated in our facilities. Both the bride and groom must be 18 years old or older for the wedding to be celebrated at our facilities or for a member of the Ministerial Staff of Word of Life Fellowship to officiate their wedding.

The mother of the bride or the bride should come to the church office to pick up a copy of this Wedding Policy at the beginning of the wedding planning. Wedding and Rehearsal dates should be on the Church Calendar as soon as the date is known, but no later than one month prior to the ceremony. Tentative dates may be cleared by a telephone call to the Pastoral Staff member who will be conducting the wedding. However, confirmation of the date and entry on the Church Calendar will only be made upon receipt of the attached "Wedding Request Form" by the Pastoral Staff member. Any subsequent changes to the date, time, facilities needed, equipment needed, etc. should be approved by the Pastoral Staff member, and given to the Ministry Secretary by the Pastoral Staff member, as details concerning the wedding are maintained by that Secretary as part of her Church Calendar entry.

Weddings may be scheduled to begin no later than 7:00 p.m. on Fridays, with the facilities to be cleared by 10:00 p.m., and no later than 3:00 p.m. on Saturdays, with all facilities to be cleared by the wedding party no later than 6:00 p.m. The building will be opened and available for dressing of the bridal party four hours prior to the ceremony time. No wedding rehearsals, weddings or receptions will be scheduled at anytime on Sundays. We also do not schedule wedding rehearsals, weddings, or receptions on holidays which are observed by the church: New Years Day; Memorial Day; Independence Day; Labor Day; Thanksgiving Day and the day following Thanksgiving Day; and Christmas Day. Rehearsals on Thursdays or Fridays will be held from 7:00 p.m. to 8:00 p.m. Rehearsal Dinners may be held in the Church Fellowship Hall immediately following the rehearsal, but the facilities must be cleared by 10:00 p.m.

All scheduling and dates are subject to final approval by the Senior Pastor.

STAFF INVOLVEMENT

Members of Word of Life Fellowship may request that the Senior Pastor or other Pastoral Staff member perform the wedding ceremony. This is part of the Pastoral Staff's ministry and they will be happy to perform the service for you.

If the service of a guest minister is desired, a Pastoral Staff member must be consulted so that he can be of assistance to the guest minister and oversee the planning and performance of the ceremony.

The Pastoral Staff member who will be conducting the wedding will provide any assistance or answer any questions concerning our church or its Policies and Procedures. A meeting will be scheduled between the bride and groom and the Pastoral Staff member soon after the wedding date is set so plans can be made and finalized.

The Pastoral Staff member or guest minister will conduct the rehearsal and the ceremony, but the Pastoral Staff member will be the contact point for all arrangements or changes to arrangements.

PREMARITAL COUNSELING

Couples wishing to be married at Word of Life Fellowship will be required to receive premarital counseling from the Pastoral Staff member who will be handling their wedding. The counseling will consist of three sessions of approximately one hour each.

The couple will be responsible for contacting the Pastoral Staff member in order to arrange a time for this counseling. Early arrangements are a must in order to avoid a problem in scheduling with the Pastoral Staff member.

This counseling is NOT optional, and weddings will NOT be conducted without it.

The purpose of the counseling is two-fold. First, it will provide the couple with many biblical principles to apply in their marriage, as well as the biblical ideal of marriage. Secondly, it will allow the Pastoral Staff member time to get to know the couple better and the couple to know the Pastoral Staff member better. Since the Pastoral Staff member will be overseeing this important event in the couple's life, he feels the need to know the bridal couple more intimately. The counseling time allows this to take place.

The counseling includes a Marriage Compatibility Profile which is completed at the beginning of the counseling sessions. There is a fee of \$25.00 for this Profile, which must be paid no later than the night the Profile is completed. No portion of this fee goes to the church, but rather is paid to the company which provides the materials.

FACILITIES USAGE

The wedding party will be responsible for helping to enforce the following regulations:

The church will not be responsible for personal items such as wedding dresses, wraps, purses, silver and glassware brought to the church for use in a wedding or wedding reception, nor be liable for such items if lost, stolen or damaged. However, we will use every reasonable effort to assist the wedding party in protecting such property.

Rooms for church activities are available to members of the wedding party to dress before the ceremony. These rooms should be kept to a minimum in number and their location and designation should be pre-arranged with the Pastoral Staff member. It is the responsibility of the wedding party and/or family to see to it that these rooms are restored to the condition and arrangement in which they were found. All furniture and teaching aids, etc. shall be put back in place. All garments and other articles shall be collected, and the rooms shall be left clean and in order.

Wedding receptions may be scheduled in the church's Fellowship Hall. The use of the kitchen and/or its equipment, dishes and utensils must be approved by the Pastoral Staff member.

There will be no use of tobacco products anywhere inside the church building, including rest rooms.

Absolutely no alcoholic beverages or drugs will be allowed on the church premises. There will be no exceptions. Please inform your wedding party and/or family if anyone is so inclined. This will avoid private or possible public embarrassment to members of the wedding party or family.

Pets are not permitted in church buildings at any time.

No dancing will be permitted in church facilities

FLORISTS, CATERERS, CONSULTANTS

Some movement of Sanctuary furnishings or equipment is allowed. Movement of the musical instruments is not allowed. The stage furnishing, including greenery may be moved, the pulpit may be moved, and sound system items may also be moved as needed, as long as sound items are moved by a qualified member of the Sound Department, and furnishings are moved by the Maintenance person.

Nothing may be attached to the walls or chairs.

Only dripless candles may be used and must be placed in candelabras. Candle lighting must be done with brass candle lighters. Burning candles should not be left unattended on the church premises.

When flowers in containers holding water are used, the carpet beneath them shall be covered to prevent water damage. Any water spilled shall be reported immediately to the Maintenance person.

The florist or persons responsible are expected to remove all decorations and equipment immediately following the ceremony. If items are to be removed on Saturday by a florist or caterer, we need to know what time they will be here in order to have the building open. The church properties must be left in the condition in which they were found. No decorations or equipment can be stored on church property unless previous arrangements have been made.

Flower girls must use silk petals unless a carpet runner is used.

Rice or confetti may not be thrown anywhere on church property. Birdseed is acceptable, but only outside the building. Bubbles are another acceptable way to greet the bride and groom, and leave little mess for the wedding party to clean up. Whatever items are used to greet the Bride and Groom as they leave the facilities should be distributed to the wedding guests as they leave the building. The wedding party is responsible for cleaning up all the litter dropped outside the building, including ribbons, mesh bags, bubble bottles, etc.

When a catering service is contracted for the wedding reception it is the responsibility of the catering service to wash all dishes and utensils and return them to their proper place. If there is no catering service, then these matters become the responsibility of the family members.

PHOTOGRAPHY/VIDEOTAPING

Since the wedding is a religious service, all photographers are asked to reverence the ceremony. Time exposures may be used provided there is no noise or distractions. All photographers are required to consult with the Pastoral Staff member before the ceremony begins to review the regulations.

Video taping of the ceremony may be desired by the bride and groom, and this is permitted. The videographer may video before, during, and after the ceremony.

MUSIC

A church wedding is a worship service for the joining of a man and a woman before God, family and friends. The music for the wedding ceremony should reflect your desire for a Christ-centered worship and praise experience. All music for the ceremony should be discussed with and approved by the Pastoral Staff member handling the wedding. Any subsequent changes must be approved by that person.

The church pianist/organist is available for wedding services at no charge. In addition, appropriate selections on CDs are available, including the Wedding March.

Audio System

The church audio system is complex and requires a trained operator. The services of one of the church's operators will be arranged by the Pastoral Staff member in charge of the wedding. Singers should arrive at least thirty minutes prior to the wedding to work with the operator in selecting microphone locations and establishing proper sound levels for the equipment.