



WEDDING POLICY

Your wedding is one of the most joyous occasions of your life and we are delighted to be part of it. We consider the wedding ceremony to be a sacred event where the bride and groom pledge themselves to one another in the presence of God and begin to build a strong and rich Christian marriage. With this conviction in mind, we have established some important policies, gathered some important information, and retained a wedding coordinator, all in an effort to make your wedding go as smoothly as possible.

It is the wish of the ministry of Fishcreek Nazarene Church, as well as the church family, to make every wedding a beautiful and worshipful event, and to extend every possible courtesy to each wedding party. To this end, we are privileged to offer the services and facilities of the church in accordance with the policies and procedures outlined in these pages.

Scheduling

You will want to plan as early as possible so that the use of church facilities can be arranged without conflict. Call the church office and ask for available dates. The date of the wedding will be set after consultation with the senior pastor and Church Administrator. Preference is given to members and persons associated with this church and their children. Because of complicating factors, it is not possible to schedule weddings or receptions on Sundays or holidays. Also, December weddings are discouraged due to the many holiday events at the church. Saturday weddings must be scheduled no later than 3:00pm and the building must be released to the custodial staff by 4:30pm. This makes it possible for the building to be put back in order for Sunday services.

We reserve the right to approve or deny any usage of our church based on our beliefs laid out in our church manual.

Ministers

A staff minister will participate in all weddings conducted in the church. Ministers other than the current ministerial staff of the church may also participate in such weddings but must be approved by the senior pastor prior to contact with the other minister. Ministers of the church may only perform wedding ceremonies for those having the legal and scriptural right to marry. Where divorce is involved, the couple anticipating marriage should consult the senior pastor about the nature of this obligation to their particular situation.

Church Liasson

All wedding plans involving the church building and facility are to be worked out with the Church Liasson. They know about the facilities, the personnel, and the equipment available for your use.

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There previous experience in arranging weddings will be invaluable as you work through the myriad of details.

Church Facilities

The church is a place of worship and celebration. Ceremonies in our sanctuary are to be conducted in that spirit. Our sanctuary seats ____ persons, but its design also works well for smaller weddings. A nursery room is available for infants and small children under five-years-old. If childcare is desired, reservations must be made well in advance and arrangements made for two attendants. The fee for each attendant is \$20/hour, with a two-hour minimum requirement. Any child left in the nursery must be picked up immediately following the ceremony. Two dressing rooms will be provided for the wedding party and are included in the base rental fee. Those persons using the church facilities must accept full responsibility for any damage sustained to the building or equipment during use. Building access for the wedding party should be arranged with the wedding coordinator. Also, Fishcreek Nazarene Church will not be responsible for any losses or damages incurred by the wedding party, guests, and visitors. Dancing, and alcohol are not permitted on the church property. It is the responsibility of the bride and groom to make this clear to all in the wedding party. Throwing rice is not permitted as it can be a safety hazard. We suggest the use of bubbles. No throwing of rice, bird seed, or confetti is allowed anywhere inside the church building. The use of glitter in decor is strictly prohibited. Furniture, musical instruments, and plants in the sanctuary are not to be moved at any time, unless previous arrangements have been made with the wedding coordinator. It is expected that members of the wedding party will conduct themselves at all times in a manner acceptable for a place of worship. Pranks are out of order in the building. It is the responsibility of the bride and groom to communicate these regulations to the wedding party.

Premarital Counseling

Successful marriages and happy homes are not accidents. Many pitfalls can be avoided if a couple is aware and informed. To help lay foundations for success, when a staff minister is to conduct the ceremony it is required of all couples desiring to be united in marriage through the ministries of Fishcreek Nazarene Church that they participate in premarital counseling presented by the Fishcreek Nazarene Church Senior Pastor. Participation is a precondition for arranging a final date for the wedding. These arrangements can be made by calling the church office at 330-673-8538. It is required that each couple meet with the officiating minister six (6) times prior to the premarital counseling in preparation for the wedding.

The Marriage License

A Summit County, Ohio marriage license is required pursuant to Ohio Revised Code.

Music at the Wedding

A Christian wedding is a worship service and a sacred event. All music used with the ceremony should be in accordance with all sacredness and dignity of a church wedding. Specific guidelines exist for selection of suitable music. Secular music is not normally appropriate during the wedding service—this is especially true with lyrics. Therefore, the wedding music must be approved by the pastor and wedding coordinator. If our pianist is required, please let the wedding coordinator know well in advance so a pianist can be scheduled. Our pianist can assist in helping to select music. Any other musicians must consult with the Fishcreek Nazarene Church staff on the use of the piano

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and be approved in advance. Arrangements should be made with the soloists, organist, and other musicians in advance, to allow for adequate rehearsal time prior to the actual wedding rehearsal.

Photography

Because the wedding is a sacred service, distractions should be kept to a minimum. It is suggested that all formal photographs be taken before the wedding ceremony. The photographer should complete all formal settings in the sanctuary 45 minutes prior to the scheduled time of the ceremony. Flash photography is allowed during the prelude and entrance of the wedding party, including parents, bride and groom, attendants, and officiants. Once the minister welcomes the congregation, the worship portion of the ceremony has begun, and no further flash should be used. The photographer should not move on or around the platform during the rituals. Flash pictures are allowed once the recessional begins.

Video Recording

Video Recordings of the wedding ceremony is the responsibility of the wedding party. Video cameras are to be placed as inconspicuously as possible, with no movement across the platform during the ceremony. No video lights are allowed. Audio feed for video must be arranged in advance with the wedding coordinator and the sound technicians. Pictures taken after the ceremony, prior to a reception, must be taken quickly in order that the wedding party may join the reception as soon as possible. Proper attire is required for photographers and videographers.

Sound & Lighting

It is necessary for an authorized Fishcreek Nazarene Church technical assistant to be present at all church weddings. This will include the rehearsal as well as the ceremony.

Florist & Decorations

It is customarily the responsibility of the bride's family to make arrangements with a florist for the wedding decorations. This should be discussed with the wedding coordinator. The bride must see that persons in charge of the decorations are made aware of the following guidelines:

- Arrangements should be made ahead of time with the wedding coordinator for the florist's admittance to the building
- Decorations in the sanctuary, or other ceremony site, are to be limited to flowers, candles, and/or greenery in proper containers. Balloons and other decorations may be used for the rehearsal dinner and/or reception.
- All candles must be placed in a candelabra or acceptable holders. If the candles are not drip-less, the furniture and floor must be fully protected at all times from candle wax. The florist will be held responsible for any damage from dripping candles.
- No tacks, nails, pins, tape, glue, or other material that will deface the property shall be used to fasten any decorations to the furniture or building.
- No glitter or confetti shall be used.

All decorations, including rented equipment, must be removed from the building immediately after the wedding. The building must be left in the condition in which it was found. A Fishcreek Nazarene Church custodian will vacuum, take down tables, rearrange chairs, and take out the trash.

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Rehearsal

The wedding rehearsal must be scheduled to take place one or two days prior to the wedding day. The entire wedding party should be present and on time for the rehearsal. The minister and wedding coordinator will conduct the rehearsal. Please bring the Summit County, Ohio, marriage license to the wedding rehearsal and give it to the wedding coordinator.

Rehearsal Dinner

Fishcreek Nazarene Church does not host Rehearsal Dinners at this time.

Reception

It is advised that you designate a reception coordinator to handle set-up, table preparation, food service, and clean up. The following areas may be utilized for the reception:

- Sanctuary (max occupancy: ____)

Due to the staining nature of most beverages, a clear punch is required for the reception. Food and drink are not to be taken from the reception area into other parts of the building.

Wedding Fees

The scheduling fee must be submitted to the church office when the wedding has been approved and placed on the church calendar. All other fees must be submitted to the wedding coordinator at least two weeks prior to your wedding date.

Amounts vary for each singer and instrumentalist. For exact amounts, ask each participant. The wedding coordinator can recommend appropriate amounts for honoraria for the ministers.

Refund of the damage deposit, if appropriate, will be requested by the wedding coordinator and will be processed within two weeks after the wedding date.

Wedding Information

The wedding of:

_____ and _____

Wedding Date: _____ Time: _____

Reception at Fishcreek Nazarene Church First? Yes No

Rehearsal Date: _____ Time: _____

Bride's Name: _____ Phone: _____

Address: _____

Email: _____

Parents of Bride:

Phone: _____ Email: _____

Groom's Name: _____ Phone: _____

Address: _____

Email: _____

(Please return this page to the church office with your deposit to reserve your wedding date on the church calendar.)

For Office Use Only
Date deposit paid: _____
Check No. _____
Paid by: _____

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WEDDING FEES: SANCTUARY

Description	Active Members	Other Nazarene Church Members	Outside Friends
Scheduling Fee	N/A	\$35	\$35
Damage Deposit (refundable)	\$200	\$200	\$500
Usage Fee (Sanctuary & 2 dressing rooms)	\$100	\$200	\$200
Wedding Coordinator	\$150	\$225	\$225
Technicians/Custodians	\$225	\$225	\$225
Total Set Fees	\$675	\$885	\$1,185

Optional Fees:

Description	Active Members	Other Nazarene Church Members	Outside Friends
Pianist	\$100	\$150	\$150
Reception	\$75	\$75	\$75
Additional Rehearsal	\$15/hour	\$15/hour	\$15/hour
Childcare (2 people, 2-hour min)	\$40	\$40	\$40
Total Optional Fees	\$230	\$280	\$280