

First Presbyterian Church Wedding Policy

Fees for Members

\$60.00 – Custodial Fees for Sanctuary (Check payable to First Presbyterian Church)

\$150.00 – Organist (Check payable to Sandy Hutson)

\$200.00 – Pastor for ceremony/premarital counseling (Check payable to Patrick Marshall)

Fees for Non-members

\$260.00 – Sanctuary use and custodial fees

\$140.00 – Fellowship Hall use and custodial fees (if needed)

\$150.00 – Organist (Check payable to Sandy Hutson)

\$200.00 – Pastor for ceremony/premarital counseling (Check payable to Patrick Marshall)

It is your responsibility to contact Sandy Hutson (443-3350) to arrange music for the ceremony. If you do not wish to use the church's organist, you must provide your own music. We will not line up musicians for you.

All payments must be received by the church no later than 2 WEEKS prior to wedding date

- The church building is available on a first come, first serve basis. No scheduling preference is given to members or non-members. Weddings are scheduled at the discretion of the pastor.
- Absolutely no alcohol is permitted on the grounds. Anyone found to be drinking before the wedding will not be allowed to participate in the wedding. If the bride or groom has been drinking, the wedding will be cancelled. We are making promises to each other and to God, and we need to make them with a clear mind.
- All articles of clothing and personal items must be removed from the building before leaving. The church is not responsible for any items left behind.
- Food and non-alcoholic drinks are allowed in the kitchen/Fellowship Hall. However, you are responsible for cleaning up all messes before you leave.
- The bride and groom are responsible for setting up times to meet with the pastor. Failure to meet with the pastor by TWO WEEKS of the wedding date will result in the wedding being cancelled.
- Flash photography CANNOT BE USED during the ceremony.
- The building will be available for decoration/set up only on the day before the ceremony. (Example: If your wedding is on a Saturday, you can come in to decorate/set up on Friday. Not Thursday.)
- Other pastors may perform wedding ceremonies in our sanctuary, at the discretion and approval of the pastor and Session.
- Please confirm all dates and times with the church office before sending out invitations/announcements.
- You will be held responsible for any broken/damaged/missing church property. You will also hold the church harmless and indemnify the church for all expenses including attorney fees and court costs on any liability resulting from your use of the premises or your conduct on the premises.

We agree to the terms set forth in this policy and understand that failure to abide by them will result in the cancellation of our wedding.

Name of Bride: _____

Name of Groom: _____

Phone Number: _____

Date of Wedding: _____

Time of Wedding: _____ AM / PM (circle one)