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Thank you for inquiring about the possibility of planning your wedding at Central Church. We believe that marriage is God-ordained, planned by Him to be one of life's greatest sources of joy and satisfaction. We rejoice that you have found each other and are ready to publicly proclaim your lifelong promises to each other. The desire of Central Church is to prepare you for marriage based on biblical principles. May God bless you richly as you prepare for your wedding.

—The Pastoral Staff

WEDDING POLICY

These guidelines for weddings are intended to affirm the sanctity of marriage, and to clarify expectations and procedures involved in weddings that take place at Central Church.

1. God has established and sanctified marriage between a man and a woman as the most important relationship on earth. It is precious and to be held in honor (Revelation 21; Genesis 2:18-25; Hebrews 13:4). Only a man and a woman will be united in marriage.
2. A marriage is formed when a man and woman seek to make a lifetime commitment to each other. What God has joined together, let the church help hold together. (Matthew 19:6; Malachi 2:16). Weddings at Central will be performed for those who are truly seeking God's blessing on their marriage and demonstrate by their actions that they are seeking to live in accordance with God's precepts. (Ephesians 1:22; Ephesians 5:22-23; Colossians 1:18)
3. Christian marriage is intended to be a testimony of submission to Jesus Christ as Lord of Life, as well as head of the church. The pastor, on behalf of the church, shall assure as much as possible that the marriages performed through the church are unions that meet Christ's approval. (Ephesians 1:22; Colossians 1:18)
4. The bride, groom, or parents must be a member or regular attender at Central Church.
5. Couples desiring to be married at Central Church must complete their pre-marital preparation prior to the scheduled date of the wedding. The Pastor performing the wedding may solicit the advice of those providing the pre-marital counseling, the Elders, and/or other appropriate church leaders as needed. We will perform remarriages as deemed appropriate by a pastor from Central Church on a case-by-case basis.
6. Pastors from churches/ministries other than Central Church that have similar statements of faith may perform weddings with approval by the Pastoral Staff.

OUR COMMITMENT TO MARRIAGE

Central is committed to offering regular opportunities for marital enrichment that help couples re-energize their relationship and keep the Lord at the center of their lives.

Opportunities include:

1. Classes, programs and LifeGroups that can deepen and enhance their marriage.
2. Mature married couples to serve as mentors who can share their experiences with:
 - A. Seriously dating and engaged couples
 - B. Newlyweds (married under two years)
 - C. Couples seeking revitalization of their relationship
 - D. Couples in crisis, offering hope, wisdom, and support.
3. Ministries for separated couples that provide a means by which their relationships can be restored and their emotional wounds healed.
4. Promotion of regular prayer for the building of strong, happy marriages.

SCHEDULING YOUR WEDDING

1. The couple will meet with the Wedding Team Leader, who will assess the fit between your wedding and Central Church. The initial meeting must be made with the Wedding Team Leader well ahead of the desired date (at least six months is preferable) to avoid disappointment, to allow adequate time for pre-marital preparation, and to avoid conflicts with other scheduled events at Central. The Wedding Team Leader will ask the engaged couple to sign a *Wedding Covenant* and *Consent for Information Disclosure*. You can express your preference for an officiating pastor at this time.
2. The fees associated with your wedding will be determined, and a deposit equal to one-half of your estimated total wedding fees is required to secure your desired wedding date. Please note that the **entire balance is due four weeks prior to your wedding day**. If your wedding is canceled for any reason, your deposit will be returned minus a \$100 Administrative fee and any costs incurred. When more than one request is received for the same date, the first to complete the process receives priority.
3. Paying your balance in full in advance ensures that the staff Central provides will be paid by the church. (The only people you would need to pay directly are those not provided by Central.) If the balance is not paid by the due date, Central Church may cancel your wedding at the church.
4. As part of the *Wedding Covenant*, you will be asked to complete 10-12 hours of individual and small group premarital counseling classes. These will be offered a minimum of two times each year; once in the spring and again in the fall. Individual counseling is available if necessary, or other arrangements may be approved by

the Pastor.

5. A Wedding Coordinator will be informed of your wedding and will contact you to set a meeting time to go over your particular requests. The Wedding Coordinator is your liaison to the church. Please refer all questions and the details in planning your ceremony to her. The coordinator may seek counsel from the officiating pastor, Facility Manager and Multimedia Director on certain issues.
6. Central Church reserves the right to cancel the wedding up to the actual wedding date for any violation of policy and guidelines previously agreed upon here and in the *Wedding Covenant*.

CHOOSING A DATE

A wedding may be scheduled at any time that does not interfere with the regularly scheduled services and ministries of the church. However, weddings will not be scheduled on the following days:

Holy Week (2 weeks prior & the week after Easter)

Mother's & Father's Day Weekend

Memorial Day Weekend

Independence Day Weekend

Leadership Summit Weekend (typically 2nd weekend in August)

Labor Day Weekend

Thanksgiving Weekend

Month of December

New Year's Eve & Day

Special events already reserved on the church calendar

PREMARITAL PREPARATION

Our objective is not to simply go through a wedding ceremony, but to prepare a foundation for a stable lifetime marriage and Christian home. Please know that every wedding we perform will receive our full commitment. Premarital preparation is an investment in your life together and will be of immeasurable value as you begin your life together.

We provide premarital counseling classes by a trained counselor or Pastor in the spring and fall, along with other times if necessary. The cost for this service is \$250, which includes an initial meeting with the Pastor as well as subsequent meetings with our approved counselor. Assignments will be given for personal study and evaluation. You will

also be asked to complete a standard marriage inventory such as FOCCUS or PREPARE. Some of the topics discussed as part of this preparation are:

Your relationship with God
Marriage goals
Biblical design and purpose for marriage
Good communication
Decision-making and problem solving techniques
Family budgeting and money management

Following the class sessions, you will meet with your officiating pastor to discuss final details of the ceremony. When another pastor performs the wedding ceremony, Central Church still requires approval of premarital preparation performed by that pastor or a competent counselor.

WEDDING REHEARSAL

1. Your rehearsal date and time must be scheduled with your officiating pastor and your wedding coordinator.
2. Rehearsals will take place no earlier than 5:30pm on the evening prior to the wedding.
3. The wedding rehearsal usually takes about 1 to 2 hours, depending upon the number of participants and the complexity of the service, and is held the evening prior to the day of the wedding. All members of the wedding party are to arrive for the rehearsal at least fifteen minutes in advance of the rehearsal time.
4. Musicians, including soloists and instrumentalists, must attend rehearsal and arrive for the ceremony 1 hour early. A practice time for musicians should be arranged prior to the rehearsal.
5. Ushers need to attend the rehearsal to receive instruction regarding seating arrangements and any other special tasks they may have.
6. The bride and groom should announce at the end of rehearsal what time they expect their wedding participants to arrive for the events on the wedding day. Consider providing a written itinerary and details all involved.
7. Any music provided on CD, iPod, etc. must be submitted to the Multimedia Director at least two weeks prior to the rehearsal. Any visual playback material should be submitted at least two weeks prior.
8. Wedding programs should be available at the rehearsal for the musicians, pastor, wedding coordinator, and sound tech.

WEDDING CEREMONY

The following list is only a suggested order. You may want to change or rearrange it in consultation with the pastor. We ask that every aspect of the wedding service be reverent and honoring to God.

- Prelude
- Seating of guests and family
- Candle lighting
- Aisle runner unrolled
- Music Selection
- Processional
- Giving of Bride
- Welcome
- Opening Prayer
- Scripture
- Music Selection
- Wedding meditation/Charge to the Couple
- Prayer
- Wedding vows
- Exchange of Rings
- Lighting of unity candle
- Wedding prayer/Pastoral blessing
- Prayer song
- Pronouncement of husband and wife
- Presentation of the couple
- Benediction
- Recessional

The pastor who officiates will usually have a basic ceremony that is frequently used, but can be tailored so that it is personally meaningful and beautiful. The details of the ceremony will be discussed several weeks prior to your wedding with the officiating pastor and Wedding Coordinator.

SCRIPTURES

The use of scripture is encouraged for your wedding. Some suggested passages include:

Genesis 1:26-28, 31a	Genesis 2:18-24	Psalms 23 Psalms 128
Proverbs 31:10-31	Ecclesiastes 4:9-12	Matthew 7:24-29
Matthew 19:3-6	John 15:9-17	I Corinthians 13
Ephesians 4:29-32	Ephesians 5:21-33	Colossians 3:12-17
I Peter 3:1-9	I John 3:18-24	I John 4:7-12

MUSIC

Music is a significant part of the wedding service. Care should be exercised to ensure appropriate music is selected. Please review your choices with your officiating pastor. The reception is an excellent place to use romantic and sentimental favorites.

PICTURES

Pictures should be taken prior to the ceremony while the wedding party is still fresh, completed no later than 45 minutes before the service. Flash pictures are not permitted during the wedding service. The photographer is asked to be as inconspicuous as possible to keep the focus on the bridal couple.

DECORATING/BUILDING USAGE GUIDELINES

The following items are available at the church building free of charge:

- Kneeler
- Candelabras
- Unity candle holder
- One set of candle lighters
- Guest book table
- Piano and organ
- Full length mirrors in dressing rooms

All other items are to be provided by the couple. Decorations (flowers, trees, etc.) from other parts of the facility are not available for use. In addition the pallet walls are not available for use or rental.

~You may use only those rooms that are included in your package and that have been previously arranged through your wedding coordinator.

~Rice or bird seed may not be used.

~Only dripless candles may be used. Candles such as tea lights or votives are not allowed in the windows as it creates a fire hazard.

- ~Names and contact information of all outside vendors (flowers, music, pictures, video, etc.) must be provided to the wedding coordinator.
- ~You must make arrangements to have all rental items and other decorations removed within one hour after your event. Central is not responsible for breakage or loss of items left after a ceremony.
- ~Any modes of decoration must not damage the church facility. Rearranging furniture, equipment, and church decorations must be approved by the Wedding Coordinator. Failure to comply with this requirement may result in the cancellation of your wedding at Central.
- ~We allow no use of alcohol, tobacco, or unprescribed drugs before, during or after the wedding activities on the church property. Please help us communicate this to your wedding party and guests.
- ~Food and beverages are only allowed in the Hearth Room and Kitchen. You are responsible for cleaning up these areas when finished.
- ~The church does not provide any linens.
- ~Should any other activities take place in the Hearth Room there is a screen available for use, however there is not a projector. Church staff may be available to assist in the running of your equipment for an additional fee.

Facility Details, Staff, and Costs

As a service to those desiring to be married at Central Church, we offer the use of our facility to you. We do not attempt to make this facility an income-generating venture; however, there are costs to maintaining such a facility and providing utilities. Central will give special consideration where financial hardship is expressed. The minimum cost for a wedding at Central Church is \$1,000 (Oakwood Chapel) or \$1,400 (Worship Center), which includes your wedding coordinator, officiating Pastor (if from Central), one custodian, one sound tech, and building use. Additional information and costs are as follows:

SOUND

Oakwood Chapel:

Includes a minimum of one sound tech, appropriate microphones for your needs, and the capability to play accompaniment CDs, MP3s, and iPods. We can project PowerPoint slideshows as well as song lyrics, Bible verses, etc. Any music and video materials must be presented to the Multimedia Director no less than 2 weeks prior to the service. In the event an additional sound tech is needed, the cost is \$100 each. The cost for one sound tech is included in your minimum costs. Your wedding coordinator will consult with Central's Multimedia Director to determine if an additional sound tech is needed.

Worship Center:

Includes a minimum of two sound/lighting techs, appropriate microphones for your needs, and the capability to play accompaniment CDs, MP3s, and iPods, project video, PowerPoint slideshows, song lyrics, Bible verses, etc. Any video needs must be presented to the technical director no less than 1 week prior to the service which may require more than two sound techs. The cost of additional sound techs is \$100 each. Your wedding coordinator will consult with Central's Multimedia Director to determine if an additional sound tech is needed.

Musicians:

If you arrange for your own musician, you will be responsible for those costs separately. Musicians must attend rehearsal and arrive at the ceremony 1 hour early.

STAFF

Pastor:

Includes meetings prior to the wedding, the rehearsal and the wedding ceremony. The officiating pastor will also direct you on arrangements for signing your marriage license with your witnesses. Officiating Pastors not from Central Church should be paid directly by the wedding party. It is customary for out-of-town pastors or for pastors performing weddings out of town to be reimbursed for mileage, hotel accommodations, travel expenses, and food in addition to the ceremony cost. The couple should discuss these options with the officiating pastor directly.

Wedding Coordinator:

The Wedding Coordinator will work with you in planning your wedding. This includes premarital meetings to review your plans, making the necessary arrangements at the church, and advising you on other necessary details for decorating, rehearsal and the wedding day. Any questions, concerns or discussion about your wedding are to be communicated with her. The cost for the wedding coordinator is included in your minimum cost.

Custodian:

The custodian will set up appropriate tables and chairs for your event, as well as to insure that the facility is clean and comfortable for your guests. The cost for one custodian is included in the minimum cost.

BUILDING USE AND COST

Oakwood Chapel:

Cost is \$1,000 and seats up to 350 guests. This charge includes the Oakwood Chapel on the day of your wedding through one hour after the ceremony's conclusion. The Hearth Room, Kitchen, and Rooms 101 and 103 are available four hours prior to the ceremony through one hour after the conclusion of the ceremony. Exclusive use of Grand Central is limited to one hour prior to, during, and one hour following the wedding ceremony. Weddings may be scheduled up to 2pm on Saturdays. As a general rule, the Oakwood Chapel will be available at noon on the day of rehearsal. There are times when events such as funerals prevent this from happening.

Worship Center:

Cost is \$1,400 and seats up to 1200 guests. This charge includes the Worship Center from noon on the day of rehearsal through one hour after the ceremony's conclusion. The Hearth Room, Kitchen, and Rooms 101 and 103 are available four hours prior to the ceremony through one hour after the conclusion of the ceremony. Exclusive use of Grand Central is limited to one hour prior to, during, and one hour following the wedding ceremony. The Worship Center must be vacated by 2pm on Saturdays. As a general rule, the Worship Center will be available at noon on the day of rehearsal. There are times when events such as funerals prevent this from happening.

NOTE: In the event the church facility is to be used as a backup location, fees charged will be the same as if the wedding were taking place here at the facility.