

## Fee Schedule

	Member	Non-member
Sanctuary	\$50	\$400
Pastoral Honorarium	\$200	\$250
Wedding Hostess	\$150	\$200
Audio/Visual Technician	\$100	\$100
Musician	Varies	Varies
Bulletins (1 - 100)	\$30	\$30
Each additional 100	\$10	\$10
Rehearsal Dinner or Reception Room	Fee Varies	Fee varies

*Non-members are those persons who are not currently active members or immediate family of active members of GCC.*

*The cost of the Sanctuary is required to secure your booking and is due at the first meeting with the wedding hostess. The deposit is fully refundable up to 14 days prior to the wedding .*

### GCC Contact Information:

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Marriage is a gift God has given to all humankind for the well-being of the entire human family. While civil marriage is a contract of commitment between a man and a woman, a Christian Marriage "... is marked by a double commitment. There is the total, accepting, exclusive, continuing growing, anticipating commitment of husband and wife to one another. Beyond that, there is the commitment of both parties to Jesus Christ. In Christian marriage, the first commitment really rests upon the second. Indeed, without the commitment of the couple to Christ, their commitment to each other loses its most powerful support."<sup>1</sup>

Recognizing the importance of this double commitment then, the Pastors and the laity of Gurnee Community Church seek to insure that every wedding service conducted under the auspices of the church is a service of dignity, reverence, and joy. All couples seeking to be married at Gurnee Community Church must agree to abide by the church's guidelines and the general requirements of the congregation.

<sup>1</sup> Elizabeth Achtemieer, *The Committed Marriage* (Westminster Press, 1976)



*A Family Growing in Faith*

## Wedding Guide



**Congratulations on your engagement and taking this next step in your future!** This guide is intended to help you understand the process and some of the important details of planning your wedding ceremony.

If you wish to be married at Gurnee Community Church (GCC) then these are the main steps of the process:

- Make provisional date/time/pastor reservation
- Meet with wedding hostess at least once
- Meet with pastor three times (if GCC Pastor)
- Complete the Prepare/Enrich Online Survey
- Rehearsal
- Ceremony

#### Reserving the Facility

Couples wishing to use the church facility for their wedding should call the office administrator to check availability. A provisional date & time can be set at this time.

#### Dates and Times

Saturday weddings may take place any time between 10:00am and 5:00pm. Sunday weddings are limited to between 3:00 and 5:00pm. Other days of the week will be considered on a case-by-case basis. Weddings may not normally be scheduled on National holidays.

#### Pastor

Your wedding may be performed by one of GCC's pastors or by your own pastor. If you want a GCC pastor to perform the wedding, you must specify this at the time of booking so that the office administrator can check availability.

#### Wedding Hostess

All weddings at the church require the services of a GCC wedding hostess. The hostess is the primary point of contact for everything related to the rehearsal and ceremony.

#### Meeting with the Pastor

Prior to the wedding, the Pastor and the couple will meet several times to get acquainted and discuss details of the ceremony.

#### Prepare/Enrich Survey

If a GCC Pastor is officiating your wedding, after your first meeting with the pastor you will receive an email link for the Prepare/Enrich Survey. Each of you will complete the survey independently. There is a one-time fee for the survey that you pay directly to Prepare/Enrich.

#### Marriage License

To marry at GCC, the couple must obtain a marriage license from the Lake County Clerk's office in Waukegan. The license is only valid for 60 days after it is issued. The pastor cannot perform the wedding service without a valid Illinois license. The license should be given to the wedding hostess at the rehearsal.

#### Rehearsal

A rehearsal is necessary and is conducted by the wedding hostess or pastor one or two days before the wedding. Everybody involved in the ceremony should attend the rehearsal if possible including the bridal party, groom party, ushers, parents, musicians and the officiating pastor.

#### Rehearsal Dinner/Wedding Reception

GCC has several rooms which are suitable for holding a rehearsal dinner or wedding reception. Arrangements can be made to book these through the office administrator. GCC has a NO ALCOHOL and NO TOBACCO policy.

#### Facilities

The sanctuary can seat up to 350 people. An aisle runner may be used; optimum length is 60 feet. The nursery will be made available for the bride and her attendants to dress and/or prepare for the service. A separate room will be made available for the groom and his party.

#### Sanctuary Setup

On the day of the wedding, the facilities will be made available 2 to 3 hours before the ceremony to allow time to decorate the Sanctuary.

#### Photography/Videography

The couple is responsible for hiring a photographer and/or videographer. GCC does NOT offer these services. Photographers and videographers may take pictures during the ceremony but are asked to be respectful of the sacred nature of the wedding ceremony and the sanctuary space. Wedding guests are welcome to take photos/video from their seats.

#### Audio/Visual Technician

All weddings at GCC require the services of a GCC audio/visual technician.

#### Music

Musicians from GCC may be available for a fee. Outside musicians are also welcome but must arrive early for a sound check with our sound technician. The couple may also provide music to be played.

#### Flowers and Decorations

Flowers for the wedding service are provided by the family. We ask that you please take all flowers home after the service. Arrangements can be affixed with ribbons, rubber bands and non-marring tape, but NO nails, tacks, thumbtacks, staples, screws, pins, clamps etc. may be attached to furniture or building walls.

#### Aisle Runner

If an aisle runner is desired, it should be 50 ft long. GCC does not provide an aisle runner.

#### Candles

Unity candle sets may be used but should be supplied by the couple. No lighted candles may be carried by the wedding party.