

- ♥ Changes in the arrangement of musical instruments and equipment on stage must be approved by the Administrative Minister. In some cases, it may not be possible to remove sets designed for use in our Sunday church services. We will do our best to accommodate your wishes, but there may be situations in which our set must remain on or around the stage during your ceremony.
- ♥ All rehearsals will begin promptly at the time scheduled, regardless of whether or not all of the wedding party is present. Persons needed at rehearsals are: bride, bridegroom, best man, maid of honor, attendants, flower girl, ring bearer, ushers, parents, and musicians. You must bring your CD's and/or tapes that are to be used at the wedding to the rehearsal for sound testing.
- ♥ Only birdseed is to be thrown on the sidewalk and parking lot. No birdseed is to be thrown inside the building. The Administrative Minister must approve unusual decorations or anything requiring alteration to the building or additional services of the custodians.
- ♥ There will be **NO** consumption of alcohol or drugs, nor any dancing on church premises. No smoking is allowed on the church property.
- ♥ A marriage will not be performed if either person is under the influence of alcohol or drugs during the wedding. Also, any member of the wedding party who is under the influence of alcohol or drugs will not be permitted to participate in the wedding.
- ♥ No food or beverages are to be taken out of the reception area at any time during the reception.
- ♥ The wedding party is responsible for furnishing ALL decorations, food, punch, cake, etc.
- ♥ The sanctuary is normally available for decorating at 8:00 a.m. on the day before the wedding. Please clear this through the church office. The use of other rooms and areas must be cleared with the wedding administrator.

*“Love is patient, love is kind, and  
is not jealous;  
Love does not brag and is not  
arrogant,  
Does not act unbecomingly;  
It does not seek its own, is not  
provoked,  
Does not take into account a  
wrong suffered,  
Does not rejoice in  
unrighteousness, but rejoices with the  
truth;  
Bears all things, believes all  
things, hopes all things,  
endures all things.  
Love never fails.”*

*1 Corinthians 13:4-8*



Sunnybrook Christian Church  
421 E. Richmond Road  
Stillwater, OK 74075  
Office Phone— 405-377-0923

# Wedding Policy



*“For this cause a man shall  
leave his father and his  
mother, and shall cleave to  
his wife, and the two shall  
become one flesh.”*

*Genesis 2:24*

# WEDDING FEES

**Members:** \$350

**Non-Members:** \$1,000

*All deposits are due at the time of scheduling and are non-refundable.*

A deposit toward fees (**members: \$100; non-members \$200**) must be submitted to the Administrative Minister together with a signed copy of the **Premarital Questionnaire, Wedding Application, and Wedding Agreement** before the requested wedding date shall be scheduled on the church calendar. The Wedding Application and Premarital Questionnaire will be received and approved by the Minister performing the wedding. All fees payable to the Church must be paid within 14 days from the date of the scheduled wedding without exception, or the event will be removed from the Church calendar.

## **Fees Include:**

**Sound Technician and cleaning services:** The sound technician will prepare the sanctuary and stage before the rehearsal. The piano may not be removed from the stage. Equipment may only be removed from the stage by our music staff upon request and when possible. The fee to remove equipment from the stage is \$250. Cleaning personnel will begin clearing and preparing the sanctuary and other areas used by the wedding party and guests immediately following the service. For that reason, all decorations, music, programs, flowers, and other personal items should be removed no later than two hours after the start of the service. Arrangements for a later cleaning time must be made in advance with the Administrative Minister and will incur an additional fee. The Church will not be responsible for items left after the specified time.

## **Fees Do Not Include:**

**Reception in Gym:** Separate arrangements must be made in advance with the wedding administrator to use our facilities for a reception. An additional fee of \$250 shall be paid to the church to use our gym for a reception. These fees include a sound and video technician to play requested music, video and/or power point material, as well as cleaning services.

**Video Technician:** A staff video technician will display requested video and/or power point material. Separate arrangements for video services if needed must be arranged in advance with the Administrative Minister. The fee for this service is \$50.

**Minister's honorarium and music personnel:** You must make separate financial arrangements with your minister and music personnel in advance of your scheduled wedding. Most musicians or vocalists have a standard fee. The suggested honorarium for your minister is \$150. It is customary to complete payments of all fees and honorariums on or before the wedding rehearsal.

**Supervision of wedding performed by non-staff ministers for non-members:** An additional fee of \$100 shall be paid to the church for the arrangement of a staff person to oversee the event.

**Summary of fees:** Wedding fee: \$350/\$1000  
Video tech (optional): \$50  
Staff supervision (optional): \$100

Reception (optional): \$150/\$500  
Instrument Removal (optional): \$250  
Minister and musician honorariums not included

It is Sunnybrook's desire that every marriage be the happiest relationship possible and that it be all God intended it to be. Because Sunnybrook Christian Church is committed to building strong marriages, the following guidelines have been established.

- ♥ Due to the increasing number of church activities, weddings at Sunnybrook will be limited to members or their immediate family (son, daughter, grandson or granddaughter). Any exceptions to this must be made with the approval of the Administrative Minister.
- ♥ The wedding date must be scheduled and approved by the Administrative Minister.
- ♥ **Both the Bride and Groom must have a personal relationship with Jesus Christ. The wedding must be in accordance with Sunnybrook's Statement of Values and Statement of Faith and related doctrinal teachings on Biblical marriage.**
- ♥ At least three counseling sessions are required prior to one's wedding. These should be arranged in cooperation with the minister performing the ceremony and the church's counseling ministry (or other approved counselor).
- ♥ The use of a wedding minister outside the church staff must be reviewed and approved in advance by the Administrative Minister.
- ♥ Weddings held on Saturday will not be scheduled after 5:00 p.m.
- ♥ Separate dressing and readiness areas will be provided for the wedding party. The location of these areas will be made available by the Administrative Minister.
- ♥ The use of candles on the stage and in the sanctuary must be reviewed and approved by the Administrative Minister. Arrangements must be made to use dripless candles or other protective coverings and devices to protect seating areas and carpet from candle drippings. Candles must be extinguished immediately following the ceremony and photography session to avoid a potential fire hazard in the sanctuary.

WEDDING AGREEMENT  
FOR USE OF  
SUNNYBROOK  
CHRISTIAN CHURCH



*We hereby agree to all requirements of this Wedding Policy in order to have our wedding at Sunnybrook Christian Church.*

*We understand that Sunnybrook has not been reserved until this agreement and deposit is returned to:*

*Sunnybrook Christian Church  
421 E. Richmond Rd.  
Stillwater, OK 74075*

*Applicants:*

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