

GUIDELINES FOR WEDDINGS

The Session of the Round Rock Presbyterian Church wishes to assist you in making your wedding a worship experience that will be most meaningful and will live always in your memory. To that end the Round Rock Presbyterian Church is happy to offer its services and facilities to its members and to non-members, in accordance with the policy stated here, subject to the approval of the Session, and in consultation with the pastor.

A Christian wedding is an act of worship whereby a man and a woman are joined in holy matrimony, which is instituted by God, regulated by God's commandments, blessed by our Lord Jesus Christ, and to be held in honor by everyone.

Scheduling

Couples desiring to have their wedding in our facilities should contact the wedding coordinator as early as possible, to ensure that the building and the services of the pastor will be available. A minimum of two months before the ceremony is recommended. The wedding coordinator has reservation forms and will be glad to assist you.

Preparation for the Wedding

In preparation for the wedding, the couple is expected meet with the pastor to plan the worship service and discuss God's gift of marriage.

Couples wishing to have a guest minister officiate at the wedding should make that request to our host pastor when making initial plans for the ceremony. Guest pastors must be invited by our pastor, or in the absence of the pastor, by the Session. The visiting pastor must meet with the wedding coordinator prior to the rehearsal.

The marriage license must be delivered to the pastor at or before the rehearsal.

Music

All music for the wedding must be suitable for a Christian service of worship. Questions with regard to the suitability of music may be referred to the wedding coordinator and/or pastor.

The church pianist may be contacted for availability to play for weddings.

If the couple would like to have an audio/visual presentation prior to or during the service, the media needs to be given to the Sound Technician prior to the day of the wedding.

Rehearsal

The rehearsal for the wedding will be scheduled and directed by the wedding coordinator.

Decorations

Decorations should be appropriate for Christian worship and every precaution should be taken to prevent any damage. The wedding coordinator will approve floral and other decorations for the sanctuary. Decorations may not be taped, stapled or nailed to walls or furniture within the Sanctuary.

The Lord's Table, Baptismal Font, and Pulpit are integral and essential parts of reformed worship and will remain visible at the front of the worship space.

From the first Sunday in Advent through the first Sunday of January, the church is decorated to celebrate the Christmas Season. Decorations may not be removed or if removed must be placed exactly as found. Final approval will come from the wedding coordinator.

Photography

Out of respect for the worship service, photographers and the video camera operator should remain as inconspicuous as possible.

Reception

The Fellowship Hall is available for wedding receptions. The wedding coordinator will make arrangements for use of this building.

Departure

Only birdseed or fresh flower petals may be thrown outside the building when the couple departs. Alternatives such as blowing bubbles or ringing small bells are encouraged.

Cleaning After the Service

All decorations and items used during the ceremony need to be removed directly after the service so that the church is ready for worship services the next day. Flowers may be left for other worship services only when pre-arranged. Any furniture (chairs, tables, etc) that were moved prior to the ceremony must be returned to their original location.

Parking

Parking is available in our main parking lot and in the small parking lot in front of our Christian Education Building. Please park only in designated parking spots. Unmarked/fire lanes are for loading and unloading only.

Charges for use of the Church Facilities-

See attached RRPC Facility and Usage Fee Form, provided by the Event Coordinator.

Fees will be collected as per contract at the time of signing.

Alcoholic beverages are not allowed on church property.

Smoking is permitted only in designated areas outside church buildings.