

WEDDING POLICIES OF SANTUCK BAPTIST CHURCH

The members of the Santuck Baptist Church believe the Wedding Ceremony is a worship service. The actual significance of marriage should be paramount in the preliminary planning, the rehearsal, and the actual ceremony. Our Pastor and staff are happy to minister and share in this sacred hour.

RESPONSIBILITIES; The prospective bride, bridegroom, or designated members of the immediate families are responsible for:

1. Contact the Church Pastor & Church Hostess immediately upon establishment of the wedding date and arrange for a personal interview with the Pastor concerning his availability and/or the availability of the Sanctuary. This must be done before wedding invitations are printed and mailed.
2. Fill out the Facility Use Request form far enough ahead of time so as to get the approval of the church council at their regular monthly meeting.
3. Weddings may not be scheduled during regular or special church services, two weekends to Christmas or Easter, or on the morning of the 1st Saturday of each month.
4. Fees for the use of facilities by members and non-members are as follows:
Damage Deposit: A \$100.00 refundable damage deposit is due when the buildings are reserved. This applies to members or non-members.
 - a. Members will not be charged for the use of either the sanctuary or the multipurpose area but will be asked to pay a flat fee of \$600.00 to cover the custodial services, moving of any equipment and furnishings, sound and lighting technicians. This fee is payable before the day of the wedding and should be paid to Santuck Baptist Church.
 - b. Non-members will be charged \$600.00 to use the sanctuary and/or multipurpose area. They also must pay the above costs to the church.
5. The bride's family is responsible for making someone liable for the movement of any furniture and for the care of the facility. At a pre-arranged time after the wedding the church hostess and a member of the family will check the facility to see if any damage has occurred and if all equipment and/or furniture has been returned to its proper place. All flowers and decorations must also be removed by this time..... if you wish to leave flowers, prior arrangements must be made.
6. Those using the Church Facilities are responsible for turning off all lights, heat/air conditioning, checking for running water in restrooms and making all doors secure before leaving.
7. No rice, confetti or bird seed is to be thrown inside the building. Only bird seed may be thrown outside and the grounds must be cleaned the same day by the family. No "bird friendly" rice is to be used.
8. No flash pictures or movies involving distracting sounds or lights should be allowed during this sacred religious rite. The photographer is to be responsible for removing any discarded material such as used flashbulbs or film wraps.
9. **NO FOOD OR DRINK** is to be carried inside the Sanctuary. In line with this, **NO SMOKING OR ALCOHOLIC** beverage is allowed inside the building ... **NO ALCOHOL** or controlled substance is allowed on Church property.
10. They should inform the person who will decorate of the following:

- a. NO wires, tacks, pins, screws, tape or staples can be used in attaching decorations to the walls, furniture, chairs, ceilings or drapes.
 - b. Drip-less candles must be used. Every precaution must be taken to insure that the candles are not close to any flammable materials.
 - c. Decorators should inform the Church Hostess of the approximate time they will be in the church in order that entry will be made available.
 - d. The decorators should take their property out of the church immediately after the wedding. The church is not responsible for the loss or damage to any such property
11. Since the wedding ceremony is a form of worship, we ask that the music be in keeping with the religious ceremony of the wedding.
 12. It is the responsibility of the wedding party to contact the musicians. The piano, organ, lighting system, and sound system may be used only by qualified, approved persons. The wedding party shall be responsible for the care of the instruments and equipment.
 13. Since the wedding ceremony is a religious service, every member of the wedding party is expected to act with REVERENCE and DIGNITY. Dancing would not be in keeping with this request.
 14. It is expected that gowns worn by the bridal party will be characterized by dignity suitable to the occasion.

We are pleased that you have chosen the church for this sacred occasion and we will be happy to assist in every way to make your wedding a meaningful and memorable one.