

HOPE VALLEY BAPTIST CHURCH

WEDDING POLICY

Christian marriage is a covenant between two people who are in a covenant with God. The covenant, which God has made with his people, is his promise to be their God and the privilege of a people to be His children. God's covenant with man is a covenant of love, which offers privileges and responsibilities. The cross is a reminder of the covenant, which God has made with us. The wedding rings tell us of man and woman made one in Him who makes us one with Himself.

We are pleased that you plan to use the facilities of Hope Valley Baptist Church for the consecration of this most important event. It is the desire of the church and the officiating minister to make this event one, which forever will impress itself in a holy and meaningful way upon the couple. The church desires to participate in the establishment of Christian homes and welcomes this opportunity to become involved in this commitment.

SCHEDULING THE DATE: It is suggested that you call the church office at the earliest possible time to get your wedding and reception on the church calendar. You will need to talk with the church secretary who will clear the date with the Pastor and place it on the church calendar. This should be done as far in advance as possible. Once the date has been set and the building reserved, a firm commitment is made to you by the church. Weddings on Sunday and special holidays are discouraged. Non-members must fill our facility request form before date is confirmed.

COUNSELING; Pre-marital counseling by our Pastor is required before any wedding. An appointment for these sessions is made by calling the Pastor. The counseling is usually two or three, 2 hours sessions . It is requested that an appointment be made for the counseling as soon as possible after the date has been put on the church calendar.

PERSONNEL: The Pastor will officiate at all weddings at Hope Valley Baptist Church. If he is not available, due to conflict in schedule, he will suggest another staff minister to officiate. Special permission by the Pastor must be granted in order for an outside minister to perform the ceremony. An outside minister should be in contact with the pastor and wedding director before wedding rehearsal.

DIRECTOR: The church wedding director is a facilitator to families, not a planner of weddings. She represents our church in caring for church properties. The church wedding director will inform you all church regulations for marriage. She will be in charge of the rehearsal and the wedding. She must be consulted on all decorations prior to the wedding and will supervise the placing of flowers and decorations, following the bride's wishes when possible.

MUSIC : It is important to keep in mind that a church wedding is a sacred occasion, and the music should be keeping with reverence that is to be observed upon entering the House of the Lord. The music staff will provide assistance in selection and final approval of music, which should be sacred music, as some popular, secular songs are not appropriate in such a setting and should not be used. If the instrumentalist is to be other than the instrumentalist of Hope Valley Baptist Church, approval must be secured from the minister. It will be the responsibility of the bride to coordinate the music with the musicians. It will also be the responsibility of the bride to coordinate the use of the sound system with the church sound technician. A soloist using a CD or tape for accompaniment must have CD or tape at wedding rehearsal.

PHOTOGRAPHER: The photographer must not step from pew to pew when taking pictures and are not to wear shoes while standing on pews. No flash photograph or movement by photographer during the ceremony. The church reserves the right to restrict the privileges of any photographer who violates these regulations.

WEDDING: The Sanctuary, Family Life Center, or the Church office may be used.

RECEPTION: Only the Family Life Center may be used.

WEDDING DECORATIONS: The architecture, furnishings, and appointments of the Sanctuary form a beautiful setting of reverence and quite elegance. All decorations should reflect simplicity and good taste. The following regulations are thus given to preserve the proper atmosphere and safeguard the furnishings. The florist should be advised by the bride of these church regulations concerning decorations.

1. No more than four (4) candelabrum may be used, unless encased candles are used. Protective material must be used under candelabrum to protect carpet. All candles must be dripleless.
2. Protective material must be used under all flower arrangements in order to protect carpet and furniture. No preservative harmful to carpets may be used in flower containers.
3. No nails, tacks, or tape may be used or driven into the wall, woodwork, pews, carpet or floors of the church. No decorations shall be permitted that will abuse the pews, walls, carpet, floors, and property of the church.
4. Property belonging to the florist must be removed from the church immediately after the ceremony and the church left clean and in good order.
5. The family will be responsible for any property damage or cleaning expense incurred or failure to comply with the rules of the church.
6. Flower petals may only be used with aisle cloth
7. The use of a kneeling bench is permissible.
8. Placement of video equipment must be approved by the Director.

ADDITIONAL POLICIES:

1. No smoking is permitted in any of our buildings.
2. No rice or confetti is to be thrown on the church premises. Birdseed is acceptable outside.
3. No alcoholic beverages may be used on the church premises.
4. No flash pictures are to be taken during any part of the wedding ceremony. Please remember the sacredness of the occasion.
5. The individual or family scheduling the wedding will be held liable for any damage to the carpet, furniture or the building and grounds. The church reserves the right to restrict the privileges of any florist, photographer, or caterer who violates these regulations.
6. The church will make every reasonable effort to protect personal items, such as bridal and attendant dresses, purses, silver, etc. brought to the church for use. The church cannot do more than this and will not be liable for such items lost, stolen or damaged.
7. The Ordinance of the Lord's Supper is not appropriate during the wedding ceremony in a Baptist church.
8. Frequently the bride's family wishes to leave the wedding flowers for use by the church. This is perfectly acceptable, however, the church may use it's discretion concerning the placement of these flowers.
9. There will be no social dancing at wedding receptions.
10. Hope Valley Baptist Church will not be responsible for theft or vandalism.
11. NO Food or drink is allowed in the sanctuary.
12. Any rooms throughout the building that are used by the bridal party should be returned to their original condition following the use.

HOPE VALLEY BAPTIST CHURCH

***Wedding Fees for Members/children of Members
(should be a member at time of reservation)***

Facilities

There is no fee for the use of any of our facilities provided the calendar permits and permission is granted.

Church Organist \$100.00 Church Pianist \$100.00

Church Wedding Director \$100.00

***Soloist \$75.00
(If secured by church staff otherwise fee determined by bride and musician)***

Sound Technician \$75.00 Officiating Minister \$125.00

***Janitorial Fee Wedding Church Office \$25.00
Sanctuary (Wedding & Rehearsal) \$60.00
Family Life Center (Wedding & Rehearsal) \$90.00
Family Life Center (Reception) \$120.00
Family Life Center (Rehearsal Dinner) \$90.00***

Above fees are due the night of the rehearsal are to be given to the wedding director.

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Wedding fees for Non-Members

Security Deposit **\$250.00**
*(due upon time of reservation & refundable
only if church is left in acceptable order)*

Facilities (including utilities):

***Sanctuary-Wedding and/or Rehearsal** **\$175.00**

***Family Life Center-
Wedding and/or Rehearsal** **\$115.00**

***Family Life Center- Reception** **\$150.00**
(kitchen and dining area)

***Other facilities for small wedding** **\$100.00**

Janitorial Service

***Wedding-Church Office** **\$ 25.00**

***Wedding and Rehearsal
Sanctuary** **\$ 60.00**
Family Life Center **\$90.00**

***Reception
Family Life Center** **\$120.00**

***Rehearsal Dinner
Family Life Center** **\$90.00**

Church Organist/Pianist **\$150.00**

(an additional \$25.00 will be added if instrumentalist is required to rehearse with a vocalist or another instrumentalist)

Soloist **\$100.00**
(if secured by Church Staff)

Church Wedding Director **\$150.00**

Sound Technician **\$100.00**

Officiating Minister **\$175.00**

Above fees are due the night of the rehearsal and are to be given to the wedding director.