

Photography

Pictures may be taken prior to or following the wedding ceremony or during the Processional or Recessional. No flash pictures may be taken during the wedding ceremony as it is an act of Christian worship. Photographs may be taken during the ceremony by the photographer only from the balcony and with equipment that does not distract.

General Building Policies

In keeping with the sanctity of the church, there shall be no drugs, intoxicating beverages, smoking or gambling permitted within the building.

Birdseed and/or rice are not to be handled openly or thrown inside the building.

Rooms used for dressing, such as the parlor which has a full-length mirror, are to be straightened up by the wedding party before leaving the building. The couple is responsible for any damage or breakage. Firecrackers or anything that might endanger persons or property is not allowed. Balloons are permitted for decorating only, but must be disposed of after the wedding.

Receptions

Receptions are welcome in our Fellowship Hall or Parlor. This should be scheduled at the time of the first conference with the Wedding Coordinator. Outside caterers may be used.

Fees

The following schedule of fees has been developed to reflect, as closely as possible, the actual cost of providing the facilities and utilities. All monies are subject to final decision by the Pastor and Wedding Coordinator.

A deposit of 50% is due at the time of scheduling, one half of which is refundable up to **7 days** prior to the wedding date if the wedding is canceled. Additionally the **completed signed contract** must be returned at this time, in order to be placed on the wedding calendar. The balance is due one week prior to the wedding date.

Wedding Fees

*This does not include the suggested honorarium for the pastor of \$200.00.

Sanctuary Wedding with Rehearsal

Members & Staff* \$500.00

Non-Member* \$800.00

Chapel Wedding- Members & Staff* \$130.00

Non-Member * \$400.00

Additional Fees:

FCC Organist \$75.00

Sound System Tech base rate \$75.00
(Microphones only)

Sound System Tech expanded rate: \$150.00
(CD's and any additional requests;
No pianist or organist being used.)

Wedding Reception (Bldg only) \$200.00

Rehearsal Dinner (Bldg only) \$75.00

Capacity

Sanctuary - 300 persons maximum (includes wedding party and overflow area in balcony.)

Fellowship Hall - 250 persons maximum

Chapel - 40 persons maximum (includes wedding party).

Love is patient; love is kind; love is not envious or boastful or arrogant or rude. It does not insist on its own way; it is not irritable or resentful; it does not rejoice in wrongdoing, but rejoices in the truth. It bears all things, believes all things, hopes all things, endures all things.

I Corinthians 13:4-7

If you have questions concerning plans for your wedding or need additional information before meeting with the pastor, please do not hesitate to call.

Revised 7-24-2015

Wedding Policies

First Christian Church
4800 S. Calhoun Street
Fort Wayne, IN 46807
(260) 744-3239





Wedding Policies

The wedding ceremony is one of the most sacred rites of the church. Therefore, it is our desire at First Christian Church to assist couples in planning and having weddings which are beautiful, worshipful, and meaningful.

Wedding ceremonies at First Christian Church are never merely social events, but are to be, always a true worship service in the giving of two people to each other under the blessing of God. We wish to extend to each wedding party every possible courtesy and assistance.

Scheduling

The couple should make an appointment with the Wedding Coordinator for scheduling and arrangements as early as possible. This conference is required before a date will be placed on the church calendar, invitations printed or any public announcement made. The Wedding Coordinator will review our policies with the couple as well as assist in planning the ceremony.

Officiating Pastor

A couple may request a minister not on our church staff to participate in the ceremony. This request should be made known at the time of the first conference and is subject to the Pastor's approval. In every case, one of our staff will be responsible for the rehearsal and wedding in order to assure that customs acceptable to First Christian Church are followed and to facilitate the event since our staff is familiar with the building and our procedures. Most important, the presence of one of our staff provides an expression of pastoral concern on behalf of this church for the couple being married.

The Guest Minister should contact our Pastor and work out with him/her the details of the service and the use of the building. Fees and honorariums for the visiting minister are not included in the contracted fee.

Rehearsal

At the time the wedding is scheduled, the rehearsal date and time is also set. The Pastor will direct the rehearsal in consultation with the couple. A rehearsal normally lasts about an hour. Promptness is appreciated.

Wedding License

The wedding license must be applied for at least **5 days** before the wedding.

Counseling

By choosing to be married in a church, you are choosing to be married under the blessings of God. It is God's intention that marriage is for life. Yet, divorce occurs in one of every two marriages. As marriage is a sacred act and because divorce can be destructive to many persons including children, the church has a moral obligation to provide counsel for couples planning marriage.

This service can be provided upon request and needs to be discussed with the First Christian Church Pastor.

Music

A wedding is a service of worship and only music in keeping with the dignity and sacredness of a worship service should be considered.

Our staff organist is usually available for weddings. However, if our organist is not available, the Wedding Coordinator can recommend another suitable organist.

If piano music is preferred, any capable pianist is acceptable. Organist or pianist must be available for rehearsal. Organist (not FCC) must be approved by the FCC organist. If a CD or CDs are to be used for service they must be provided and tested **7 days** prior to the wedding date (**no exceptions**) with our sound technician.

It is the responsibility of the wedding couple to contact our organist to discuss the musical selection.

Worship Setting

The Communion Table shall remain a central position in the chancel area of both the Sanctuary and Chapel for all weddings. No decorations shall be placed on the communion table other than regular church appointments.

Both the Sanctuary and the Chapel are heated and air-conditioned.

Decorations

A kneeling rail and four seven-branch wrought iron candelabra including candles are available without charge.

Tacks, nails and decorations which could deface the property are not to be used for weddings or receptions. If other candleware is used, carpet and furniture should be protected. It is the responsibility of the wedding party to inform the florist or decorator that no tape, glue or adhesives should be used on the pews or wood furnishings. The florist or wedding party is responsible for removal of decorating paraphernalia unless flowers are to be used for church worship.

If an aisle runner is used, the center aisle of the Sanctuary is 70 feet from the Narthex to the Chancel steps and allowance must include 20-30 feet from the Chancel steps and area.

The Chapel aisle is 25 1/2 feet from the Hall to the Chancel step and an additional ten feet is needed for the Chancel. All decorations are subject to the final approval of the Wedding Coordinator.

