

Immanuel Baptist Church

Wedding Policy

June 1, 2016

Only marriages by Biblical standards and in agreement with our Church Covenant are performed at Immanuel Baptist Church.

Ceremonies are limited to those persons who are active members (and those who are immediate relatives of active members. Immediate relatives of active members include children and grand children. Exceptions may be made on a case by case basis as determined by the pastor and deacons.

All requests must be processed through the church office at least 90 days prior to the ceremony date.

General guideline for using the church facility

- Candles must be drip less. Wedding couples are responsible for the candles and aisle runners. Any special clean up due to candles will be deducted from the wedding deposit.
- Immanuel Baptist church and grounds is a totally smoke and alcohol/drug free facility. Both are strictly prohibited. Evidence of smoking or alcohol/drug activity could result in forfeiting the entire deposit.
- Rice is not permitted. Birdseed may be used outside the building.
- No furniture is to be moved without prior authorization.

Fees for use of the church facility

There is no fee for the use of the church facilities; however there will be a required deposit of \$500.00. All or some of the deposit will be returned according to the condition of the building after the ceremony is over. The required fees will be deducted from the deposit.

Additional fees:

- Sound Technician \$100.00 (Required)
- Pianist..... \$100.00 (Optional, only if needed)
- Clerical Fee (bulletins done by our office)\$ 50.00 + printing costs (Optional, only if needed)
- Custodial Fees
 - Sanctuary \$200.00 (Required)
 - Fellowship hall/annex reception\$100.00 (Optional, only if needed)
 - Rehearsal dinner \$100.00 (Optional, only if needed)

*All deposits and fees are due two weeks prior to the rehearsal date and payable to Immanuel Baptist Church. The Pastoral honorarium should be given by the best man on the day of the ceremony.