



Wedding Guidelines

THE PEOPLES CHURCH

Congratulations on your engagement! We are delighted you have chosen to celebrate your wedding at The Peoples Church and will strive to make this a meaningful day for you. We recognize marriage as a sacred and holy covenant blessed by God, in the presence of family and friends.

MINISTER

A minister of The Peoples Church presides at weddings and will guide you in planning the service. Our ministers want to create a ceremony that reflects your individual backgrounds and families being blended together, while keeping with the faith tradition of The Peoples Church. If you would like to invite another officiant to assist with the ceremony, the presiding peoples church minister is happy to discuss this with you.

MARRIAGE PREPARATION EDUCATION

Pre-marital education is an important part of marriage preparation as you explore and discuss potential ideas and issues you may face as husband and wife. These opportunities are meant to be a joyful experience and often have a lasting impact on your future together. Marriage preparation education is conducted by church clergy using the PREPARE/ENRICH Relationship Assessment. The church minister officiating your ceremony requires at least two meetings with you (through face-to-face meetings or video conferencing), as well as attendance at a half-day seminar with other couples who will be married at the church.

WEDDING COSTS

Main Sanctuary

\$1,360

McCune Chapel

\$1,150

CANCELLATION POLICY

Cancellations must be in writing by the bride or groom. Cancellations made eight months or more prior to the wedding date receive a 50 percent refund. Cancellations made between four and eight months prior to the date receive a 25 percent refund. There will be no refund for cancellations made three months or less before your wedding date. Please indicate to whom the refund should be made.

WEDDING COORDINATOR

The Peoples Church provides a wedding coordinator to manage the rehearsal and wedding ceremony. Outside wedding coordinators/planners are not permitted to manage any aspect of the rehearsal or ceremony at the church. A meeting with The Peoples Church wedding coordinator will be scheduled to discuss details pertaining to your special day.

MUSIC

The Peoples Church organist/pianist will guide you in church appropriate musical selections for your ceremony. A meeting will be scheduled with the organist several months prior to your wedding date.

SANCTUARY/CHAPEL AND WEDDING TIMES

Weddings held in the sanctuary can seat up to 500 on the main floor. Weddings in the McCune Chapel seat 50. The wedding and rehearsal schedule (on back) lists our designated times for weddings. Contact the church office to discuss available dates.

MARRIAGE LICENSE

Please bring your marriage license to the pastor on the day of your rehearsal.

ALCOHOLIC BEVERAGES

Alcohol is not allowed on church property. Anyone arriving at the church for either the rehearsal or the wedding while under the influence of alcohol will be asked to leave. Snacks and non-alcoholic beverages are allowed in the dressing rooms on the day of the wedding.

PARKING

Our parking lot has 85 spaces for guests during the ceremony. Overnight parking is not available. Cars left overnight will be towed. Limousines/buses MUST park on the north side of the building.

PHOTOGRAPHER/VIDEOGRAPHER GUIDELINES

The Peoples Church welcomes photographers/videographers to preserve memories of your special day. Review these guidelines with the professionals you have chosen.

- Photographers/videographers must respect the sacredness of this special occasion/location.
- Photographers/videographers must meet The Peoples Church wedding coordinator on your wedding day.
- Photographers/videographers must remain behind guests at all times.
- Flash photography or any other special lighting is not allowed during the ceremony.
- The church sound technician can provide a feed to our sound board with an xlr or ¼" cable.

FLOWERS AND DECORATIONS

The church has 26 rows on the main floor of the sanctuary and an 85-foot center aisle. Decorations in the sanctuary may be used with the following restrictions:

- All decorations must be approved by the church wedding coordinator.
- No nails, screws, wire or tape may be used to attach decorations to the pews. Anything that is used must not damage the wood pews.
- Candles must be waxless or be enclosed in glass and may only be attached to the pews with clamps. Candles/ lanterns are not allowed on the floor.
- The wedding party or the assigned florist/decorator is responsible for all decorations.
- An aisle runner must be used if a flower girl will be dropping flower petals (real or fake).
- Flowers may only be delivered to the church 90 minutes before the start of the ceremony.

GENERAL GUIDELINES AND CLEAN UP

- A completed **Wedding Information Form** is required to reserve a date along with a \$400 deposit. The remaining balance must be received no later than 30 days prior to your wedding date.
- You must complete all wedding activities (photographs, etc.) no more than 90 minutes following the start of the wedding ceremony.
- Bubbles are only allowed outside the building.
- No rice or birdseed is allowed.
- Take all items from the church immediately following the ceremony. Any items left behind will be donated.
- Candles must congeal before removing them from the sanctuary.

WEDDING & REHEARSAL SCHEDULE

*all rehearsals take place the Friday before the wedding at the designated time listed below.

10:00 a.m. Wedding

3:00 p.m. Rehearsal*

wedding day schedule: 8:30 a.m. - 11:30 a.m.

4:00 p.m. Wedding

5:00 p.m. Rehearsal*

wedding day schedule: 2:30 p.m. - 5:30 p.m.

1:00 p.m. Wedding

4:00 p.m. Rehearsal*

wedding day schedule: 11:30 a.m. - 2:30 p.m.

7:00 p.m. Wedding

6:00 p.m. Rehearsal*

wedding day schedule: 5:30 p.m. - 8:30 p.m.