



SpiritCHURCH

Wedding Application

and

Guidelines

Dear Bride and Groom,

Marriage is one of the greatest joys that two people can share. At SpiritCHURCH, we are committed to building healthy and lasting Christian marriages. We provide our facilities for weddings to our members, their children, and their grandchildren only. We are excited about your upcoming celebration and hope to assist you in not only having a wonderful wedding but also a blessed marriage.

This wedding information packet is designed to help you with your special day. Your wedding is a sacred occasion. It will be most meaningful to you and your family when there is careful planning. Because SpiritCHURCH is a very active church, our calendar is planned over a year in advance.

In order to avoid any calendar conflicts, we ask that you read and sign the following policies, fill out the information sheet, and return it to the church office with a non-refundable \$100 reservation fee as soon as possible. This reservation fee will hold only one date, so make sure your date is confirmed. If the wedding date changes, the reservation fee will be lost and an additional reservation fee and form will be required. This is necessary since a wedding limits other ministries from using the facility on that day.

Because we want you to have the very best marriage possible, premarital counseling will be an absolute requirement. Pre-marital counseling can occur through SpiritCHURCH or through another ministry or organization. All premarital counseling should conclude at least one week prior to the date of your wedding.

SpiritCHURCH holds to the biblical standard as marriage being between one man and one woman. The pastors of SpiritCHURCH are credentialed ministers through the Assemblies of God. They reserve the right to approve or disapprove their involvement in a wedding ceremony or the building's availability for a ceremony in accordance with biblical principles concerning marriage. All biblical matters concerning marriage and family will be covered during the premarital counseling.

We praise God for you and your desire to make a life-long commitment to Him through a Christian marriage. Our prayer is that God will bless and guide you as you prepare for this important day.

To God be the Glory,

A handwritten signature in black ink, appearing to read "Jason Fullerton". The signature is written in a cursive, flowing style.

Lead Pastor Jason Fullerton, DMin

SpiritCHURCH Wedding Policies

SpiritCHURCH allows its facilities to be used for weddings by official church members, their children, and grandchildren. Our wedding date availability is limited which is why we cannot open our facility to the general public for weddings.

The Wedding Request Application must be turned in along with a \$100 reservation fee to REQUEST a wedding date. This reservation fee covers only one date. If your wedding date is changed, the reservation fee is lost and you will need to begin the application process again. The church office will contact you when your wedding is approved. No wedding should be announced publicly until your date has been CONFIRMED in writing by the church office.

Our church calendar is planned well over a year in advance, so please be informed that although we will do our best to accommodate your schedule, our facility is already reserved on many weekends.

All couples must complete at least 3 sessions of pre-marital counseling. If this is done outside SpiritCHURCH, a letter of confirmation must be provided to the church office. This must be finished one week prior to the wedding date.

Facilities available for wedding use include the Worship Center, Commons, and Cafe.

Weddings are only conducted for official members, their children, and their grandchildren. Initially, a \$100 non-refundable reservation fee is required to secure the church. In addition, a SpiritCHURCH sound technician will be provided during your rehearsal and ceremony. They are also to be paid directly in the amount of \$100 by the start of your rehearsal or wedding. Honorariums for ministers are gracious but not required. Couples must provide their own wedding coordinator.

The facility is available for rehearsals and weddings on Thursday and Friday between 5 p.m. and 8 p.m. and on Saturdays between 10 a.m. and 4 p.m. All receptions should conclude by 8 p.m. on Saturday. Decoration of the church may begin no earlier than 9 a.m. the Thursday prior to the wedding based on availability and if scheduled with the office.

No alcoholic beverages or dancing are allowed on the premises at any time.

Bridal party is responsible for restoring all facilities (including dressing areas/restrooms) to their proper arrangement and cleanliness following the wedding.

All decorations should be done in good taste. Decorations should not damage floors, carpet, walls, or furniture. Nothing should be attached to the walls. All decorations must be removed from the church immediately following the ceremony.

Instruments and other items on the platform will be moved by a SpiritCHURCH staff member. If you have questions, please ask.

If chairs or furniture are moved, they must be placed back in their original position following the ceremony.

All candles must be battery-operated. There should be no live fire on the grounds.

Confetti, rice, glitter, and birdseed are not to be used on the church property.

Bubbles may be used OUTSIDE the church facility.

Thermostats may be adjusted during your events. Please only use the up or down arrows on the thermostats. Please return it to the prior temperature before you leave.

SpiritCHURCH cannot assume any responsibility for articles or equipment left unattended during or after the rehearsal, wedding, or reception.

I understand these aforementioned policies and agree to comply.

x _____ x _____

Name

Date

SpiritCHURCH Wedding Request Application

Please return this form with a \$100 non-refundable reservation fee to the church office to apply for a wedding date on the church calendar.

**The church office will inform you when your date has been approved.

SpiritCHURCH affiliation. Check one:

- Member. Name: _____
- Child of Member. Parent's name: _____
- Grandchild of Member. Grandparent's name: _____

Name of Bride:

Bride's Address:

Bride's Telephone:

Name of Groom:

Groom's Address:

Groom's Telephone:

- 1st Choice Requested Wedding & Rehearsal dates and times:
- 2nd Choice Requested Wedding & Rehearsals dates and times:
- 3rd Choice Requested Wedding & Rehearsals dates and times:
- Name of minister/counselor performing pre-marital counseling:
- Circle Facilities Requested:

Worship Center

Commons

Cafe

