Weddings at Ebenezer

Procedural Guidelines

- Requests for use of church facility for wedding observances must be communicated through the Ebenezer Baptist Church's (EBC) Administrative Office at least sixty (60) days prior to the desired date of the observance. A $100 deposit will be required in order to secure a wedding date, and shall be applied to the entire cost of services rendered.
- Persons desiring to be married must be confessed believers in the Lord Jesus Christ (Romans 10:9), be of legally recognized age, and constitute the Scriptural model of a man and wife.
- Persons desiring to be married are encouraged to participate in Pre-Marital Counseling Sessions. The purpose of these sessions is to gather information, and provide counsel to the prospective couple. Arrangements are discussed, church and pastoral guidelines are shared, personal profiles are conducted, and in-depth investigation is undertaken to reveal the strengths, weaknesses, goals, and challenges of each individual.
- Wedding rehearsals are normally conducted on the day prior to the ceremony, and will be no more than ninety (90) minutes in length. Wedding participants are requested to be prompt and on-time for the rehearsal.
- Submission of the wedding program final draft must be made prior to the start of the wedding rehearsal. Wedding programs must be reviewed and approved for content by the Pastor. The wedding party is responsible for preparation, submission, and duplication of the wedding program.
- No flash pictures will be taken during the solemnization of the wedding. All support individuals will be required to maintain a position, or perform their duties at an area that will not deflect attention from the Pastor, Wedding Party, or general observance. Only the Pastor and duly authorized individuals may use the pulpit area at any time before, during, and/or after the observance.
- All required fees must be paid prior to the start of the wedding rehearsal. Any exceptions must receive the expressed approval of the Pastor.
- EBC expects all who enter the sanctuary to exhibit a decorum that demonstrates reverence and respect for GOD. As a result, all persons in attendance are charged to
  - conduct any personal affairs before or after the wedding observance
  - refrain from all inappropriate conversation, eating, or unnecessary movement
  - dress in a manner that demonstrates proper decorum
  - refrain from the use (and/or control the operation) of any communication devices (e.g cellphones, pagers, PDAs, etc)
  - Escort their child out of the sanctuary when the child exhibits behavior that is distracting or uncontrollable
- EBC understands the desire of couples to prepare wedding celebrations that reflect the unique personality of the couple. Ebenezer also understands that marriage is an institution of GOD, whose administration is to be performed decently, in order, and in accordance with Scripture and Spiritual Law.
- Any late arrangements, submissions, changes, and/or exceptions must be approved by the Pastor. Additional service fees may apply.

Wedding Program

The following is a sample wedding program

Prelude
Seating of the Groom's Mother
Seating of the Bride's Mother
Solo
ENTRANCE OF THE WEDDING PARTY
Scripture
Prayer
Solo *(optional)*

THE SOLEMNIZATION OF MARRIAGE ***(NO PHOTOGRAPHS TAKEN, reenactments after service)***

- **The Exchange of Vows and Rings**
- **The Lord's Supper**
- **Solo** ***(optional)***
- **Lighting of the Unity Candle** ***(optional)***
- **The Anointing of the Bride and Groom** ***(optional)***
- **Marital Prayer**

PRONOUNCEMENT AND NUPTIAL SALUTE

THE RECESSIONAL

Fees

Pastoral Fee	***includes but is not limited to the following*** ▸ ***pre-marital counseling support*** ▸ ***rendered service during wedding rehearsal*** ▸ ***rendered service during wedding ceremony***	**$150.00**
Facility Fee	***includes but is not limited to*** ▸ ***usage of Ebenezer Church Sanctuary*** ▸ ***usage of church media and musical equipment*** ▸ ***usage of designated dressing areas*** ▸ ***setup and preparation of sanctuary*** ▸ ***cleanup of sanctuary and church grounds following wedding***	**$300.00**
Musician Fee	***(Couple is responsible for securing and compensating musician)***	**est $75.00 - $125.00**

Additional Surcharges *(where applicable)*

Late ending of wedding rehearsal	**$15.00 for first fifteen minutes** **$5.00 for every minute thereafter**
Late start of wedding observance ***(15 minute grace period)***	**$50.00 (15-30 minutes)** **$5.00 for every minute thereafter**

Authorization

We have thoroughly read and reviewed the contents provided, and agree to the provisions as stated. We recognize this document as a binding legal and spiritual contract between we, the Wedding Party, and the Pastor, made in good faith, with the intent to perform in good faith. We further recognize that we will be held directly liable for any damage to church-owned property *(building, grounds, equipment, furniture, accessories, etc.)* incurred by the wedding party, our friends and/or any guests. As the wedding is a time-sensitive event, we recognize that failure to meet the dates and times we establish will impact the personal schedules of the Pastor, Musician(s), Soloist(s) and all Ebenezer support staff, and additional fees *(as set forth in this document)*, will be assessed. We will also insure that all individuals utilized in support of our wedding observance will exhibit Godly conduct, decorum, and civility, and will be notified of, made aware of, and abide by the rules and guidelines as set forth in this document.

Groom Signature_____ **Date**_____

Bride Signature_____ **Date**_____

Pastor Signature_____ **Date**_____