

## Weddings at Covenant Presbyterian Church

### The Service of Marriage

Marriage is a gift of God. In Christian marriage, two persons covenant before God to live out together their lives of discipleship. The service of marriage (i.e. the wedding) is the public expression and acknowledgment of that covenant. But it is also a service of worship to God in which the community gives thanks for the gift of marriage and seeks God's blessing upon those entering into that covenant. Such a service expresses what we believe about God and about marriage.

Because it is a service of worship, the wedding is under the direction of the pastor and the supervision of the Session. The policies in this brochure have been developed with this responsibility in mind in the hopes that each wedding will be a meaningful experience of worship and covenant commitment for all who participate.

### Conference with the Pastor

In preparation for the wedding, the pastor will meet with you to discuss your hopes, plans, and expectations for the service of marriage and your life together. These discussions are an important part of the preparation for your wedding and should be arranged with the pastor well in advance of the desired date for the wedding. In these discussions the date for the wedding can be confirmed, subject to the approval of the Session, and the order of worship for the service of marriage will be prepared. Due to congregational use of the church facilities, weddings are normally not scheduled on Sundays, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, or between Palm Sunday and Easter.

### Wedding Coordinator

The wedding coordinator is present at all weddings and rehearsals as a representative of Covenant Presbyterian Church. The Coordinator will meet with you at the church soon after wedding arrangements have been confirmed; she will explain

the church's policies and procedures, and will answer any questions pertaining to the sanctuary and church facilities. She will coordinate all arrangements necessary for preparation and use of the facilities, and seek to make you and your family comfortable at Covenant Church during this special time.

### Music

Music suitable for the marriage service directs attention to God and expresses the faith of the church. The congregation may join in hymns and other musical forms of praise and prayer.

The organist/pianist will consult with you regarding appropriate music, including prelude, special music, hymns, processional, and recessional. Please contact the organist/pianist after your initial conference with the pastor. If a vocal or instrumental soloist is desired, the organist/pianist can suggest competent musicians. Fees for outside musicians should be worked out individually, as different soloists vary in fees for their services. It is understood that all solo music is subject to approval by the organist/pianist. If an organist/pianist other than a member of the Covenant music staff is desired for special reasons, arrangements must be made through the regular organist/pianist.

### Decorations and Building Policies

The church suggests simplicity, with a minimum of decorations. No nails or thumbtacks are to be used on church woodwork or furnishings. Masking tape can be used with permission of the wedding coordinator. Safety regulations require that doorways and aisles be kept clear at all times. Because the Communion table is central to our worship of God, only the worship Bible and/or Communion elements should be placed on it.

Non-drip candles only are to be used in candelabra.

Protective floor coverings are also recommended. No rice is to be thrown in church buildings, on outside steps, or on walkways; birdseed may be thrown outdoors. No alcohol is permitted on the church premises and no smoking is permitted in the buildings.

### Photography

Time exposure pictures and video taping may be made only from the back of the sanctuary or the balcony during the service. No movies or pictures that require a flash or artificial lighting may be taken during the service. The photographer may not be in view of the congregation while the service is in progress.

### Wedding Reception

If a reception is to be held at the church, and refreshments are to be served, those being married will be responsible for the use of the church kitchen, equipment, and furnishings, including any damage thereto. All policies with regard to the building as outlined above are applicable to the wedding reception as well.

### Non-Member Weddings

For those who are not members of Covenant, the following are needed before the sanctuary and/or fellowship hall can be reserved for your wedding: a completed reservation form; the name of the minister officiating the service, if it is not Covenant's pastor; a photocopy of the minister's ordination certificate. All of these must be turned in to the church office before permission can be given by the Session for the wedding to take place at Covenant. The order of service for the wedding ceremony must be approved by Covenant's pastor prior to the wedding.

## Fees

### Wedding in Sanctuary:

	Members	Non-Members
Use of Sanctuary	None	\$300
Custodian	\$75	\$75
Coordinator/Director	\$100	\$150
Organist	\$100	\$100
	(with \$25 for each additional rehearsal)	(with \$25 for each additional rehearsal)

### Wedding Reception:

Use of Great Hall	None	\$300
Use of Breezeway	None	\$100
Custodian	\$100	\$100
Coordinator	\$50	\$100

Wedding in Chapel      None      \$100

Security Deposit: \$100

In lieu of an honorarium for the pastor, a contribution may be made to the Covenant Presbyterian Church pastor's discretionary fund.

All fees and/or contributions should be paid by check payable to Covenant Presbyterian Church and delivered to the church office at least two weeks prior to the date of the wedding. Any honoraria, contribution, or fee other than those itemized above should include a brief explanatory note at the time of payment.

Any exceptions to these fees or any of the policies outlined in this brochure must be approved by the Worship Team of the Session of Covenant Presbyterian Church.

Revised: June 2016

## WEDDING BROCHURE



*Striving to be Faithful Disciples of Christ:  
Worshiping with Joy, Growing in Faith,  
Serving in Love*

*2001 North Coalter Street  
Staunton, Virginia*

