

Church Members – Cont

FEES

Rental fees shall be paid to the church at least fifteen (15) days in advance of the wedding. Checks are to be made payable to **Sonrise Church**. The deposit is due at the time of reserving the church.

Rental Fees for the use of the Church Facilities

Deposit	\$ 0.00
Sanctuary Wedding & Rehearsal	\$0.00
Kitchen (to be left as clean as found)	\$0.00

Reception Wedding Servers (first 100 guests)**	\$75.00
(each additional guest)	\$1.00
Wedding Hostess	\$75.00
Custodian (clean before and after wedding)	\$75.00

Honorariums or fees for the Hostess, Custodian, Pastor, Soloist, and Instrumentalist should be made out directly to the individuals who provide the service in the wedding ceremony and not to the church.

Suggested Minimum Honorariums

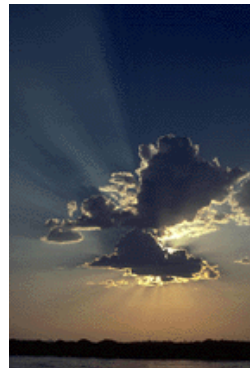
Instrumentalist	\$ 50.00
Soloist (s) (each)	50.00
Minister	100.00

*Janitorial fee does not cover cleaning of the kitchen.

** The wedding party is responsible to provide all food, drinks, and condiments for the servers.

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SONRISE CHURCH GUIDELINES and PROCEDURES *Wedding*



Sonrise Church of God

...we are here to help people discover and fulfill God's purpose for living.

Sonrise Church wants to provide the best possible service to its members and friends.

You are welcome to use our facilities. The wedding ceremony is one of the most sacred rites of the church, It is the desire of the pastor and the church family to make every ceremony a beautiful and worshipful experience. ➔

SONRISE CHURCH WEDDING GUIDELINES and PROCEDURES

To make available our services, the following procedures have been adopted.

Minister

The Pastor of Sonrise Church shall officiate at all weddings in the church except in unusual or special situations; in that case other arrangements are made with the pastor.

Ministers from other churches shall be free to use the facilities and perform the ceremony according to the rites of their respective tradition subject to the approval of the Pastor of Sonrise Church.

The bride and groom being married by the Pastor of Sonrise shall arrange for premarital counseling at least 45 days before the ceremony. The Pastor will provide advice which will be helpful for preparing for marriage, the rehearsal and wedding details.

Music

Music used in the ceremony shall keep the sacredness and dignity of the wedding service in focus. ➔

Floral Decorations

Flowers used must be in clean, rust-free, leak-proof containers.

Candles

Only drip-less candles may be used; a protective covering under the candelabra is required. In the event of dripping on the floor, or the carpets, the wedding party shall be responsible for cleaning and reimbursement for damage.

Bird Seed

Only birdseed may be used, and it may only be thrown outside the building. Failure to follow this guideline may result in the loss of part or all of the deposit.

Use of Alcoholic Beverages and Tobacco

No alcoholic beverages will be allowed in the building or on the premises. There will be no smoking or use of tobacco in the building. If members of the wedding party smoke they may do so in the parking lot away from the building. ➔

Wedding Policy

Continued

The bride and groom shall make this information known to all members of the wedding party.

Hostess

The official Sunrise Church Wedding Hostess shall be present at any wedding to provide needed assistance. In instances where the wedding party wishes to provide their own facilitator, with the pastor's approval, the official Sunrise Hostess shall be present and paid according to the fee structure.



Planning makes a perfect day possible

Responsibilities of the Wedding Hostess

Coordinate with the Pastor on how he wants the ceremony and all details of the wedding to be conducted, including any of the following: ➔

- ▶ Help with, if the bride so desires, the flowers, cake, music, instruments, soloist, photographer, seating of special guests and the reception needs.
- ▶ Be at the church for rehearsal at least 30 minutes before the rehearsal.
- ▶ Provide information the bridal party may need at the rehearsal and wedding.
- ▶ Wedding day, be at the church at least 3 hours prior to the wedding to open the church and help in any way needed.
- ▶ Be sure the guest book is out
- ▶ Make sure all the flowers are accounted for and pinned on the appropriate person(s).
- ▶ Make sure the candle lighting is arranged and the room lights are adjusted.
- ▶ Work with the ushers.
- ▶ Work with the photographers.
- ▶ Direct the processional.
- ▶ Provide kitchen help needed for the reception.
- ▶ Oversee the reception, making sure all servers are in their appointed places for cake, coffee and punch, when the reception is at the church building.
- ▶ Arrange the receiving line.
- ▶ Assist the bride with her belongings. ➔

- ▶ After the wedding, make sure everything is put in order and the church building is locked.

Wedding Procedures Non-Members

Deposit

It is understood that anyone using the church's facilities is responsible to replace or repair any breakage. If everything is found to be satisfactory with the Pastor of Sunrise, the deposit will be refunded. **Reservations for the use of these facilities must be made at least thirty 30 days before the wedding.** Anyone desiring the use of these facilities shall contact the Pastor at 754-7167.



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(each additional guest)	@	\$ 1.00
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Custodian		
(clean before and after wedding)		
		\$100.00

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Wedding Procedures Church Members

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