



Wedding Policy



First Baptist Church of Scott City, MO Wedding Policy

Congratulations on your engagement! It is an honor for our church and staff to be involved with your wedding, one of the greatest events in your life. To help you prepare for the big day, we've put together this wedding policy, which explains the Church's requirements and guidelines.

Getting Married at First Baptist Scott City

First Baptist Scott City (FBSC) is committed to assisting couples get off to a good start in marriage; by helping establish a good, God-honoring foundation. For this reason, if you are interested in being married at our Church, the following requirements **must** be met:

- **Both** the Bride and Groom must have established a personal relationship with Jesus Christ¹ and be open to biblical principles for guiding their marriage. This most important relationship with the Lord is the foundation for pre-marriage counseling and for a successful marriage.
- All pre-marriage counseling sessions must be completed prior to the wedding. Contact the Pastor for details on premarital counseling.

Scheduling Your Wedding Date

Step One: Contact the Church office at (573) 264-2214 to find out which dates the church building is available for your wedding, and to obtain a Wedding Application.

Step Two: Contact the pastor who will be officiating your ceremony to find out if he is available for your chosen date. If you choose not to use the Pastor of FBSC for the ceremony; notify the Pastor of FBSC of your decision for approval.

Note: Regardless of who officiates the wedding, the bride and groom must participate in pre-marriage counseling with the Pastor of FBSC.

Step Three: Complete the Wedding Application and submit it with a non-refundable \$25 deposit to the church office for approval.

Step Four: The Pastor, with consultation from the Deacons, will approve or deny the Wedding Application. If the Wedding Application is denied, the wedding party will be notified of the decision and a meeting will be scheduled to provide an explanation.

Step Five: Upon approval of your Wedding Application, your Wedding and Rehearsal will be scheduled on the church calendar. The Wedding Application will be signed by the Pastor of FBSC and a copy will be returned to the wedding party.

¹ The Bible is clear that a Christian should not marry a non-Christian (2 Cor. 6:14). All weddings at FBSC are Christian weddings; therefore we also reserve the right to refuse to hold a wedding between two non-believers.



Note: Your wedding date on the church calendar will be considered tentative until the Wedding Application has been returned with the Pastor's signature.

Step Six: As soon as your wedding date is finalized, you must contact the Pastor of FBSC to schedule the pre-marriage counseling sessions which must be completed prior to your wedding.

Step Seven: At least a month before your wedding date, someone representing the wedding party must contact the church to advise FBSC in the church-related details of your wedding.

Fees & Services²

The balance of the wedding fee (after \$25 deposit) must be paid in full at least two (2) weeks before your wedding date. The wedding fee includes³:

	FBSC Members⁴	Non-Members
	\$50 Fee	\$100 Fee
Facility Rental	No charge	Included
Sound System	Included	Included
Custodial cleaning (does not include removal of decorations and items placed by the wedding party)	Included	Included
Mandatory Pre-Marriage Counseling with FBSC Pastor.	Included	Included

Building Use & Guidelines

- **Birdseed, rice and confetti are not to be used in or near the building.**
- Live rose petals may be used by the flower girl during the ceremony.
- No smoking or alcoholic beverages are allowed in the church building or on church grounds.
- Placement of cameras must be approved by FBSC before the wedding.
- You will assume all financial liability for any damage to the building or church equipment caused by you or your guests. This is in addition to the basic wedding fee. It is understood and agreed that in consideration of the use of facilities, you hold the church harmless for any liability or property damage. You will assume responsibility and liability for your guests who are admitted to any part of the church facilities and/or grounds.

² All honorariums are the responsibility of the wedding party.

³ Fee does not include the cost of plates, cups, and supplies used from the church's stock. If the wedding party does not supply their own, they will be responsible for reimbursing FBSC.

⁴ The FBSC member fee is available if either the bride or groom or family of bride or groom are members of FBSC.



Ceremony & Music

- The order of the wedding ceremony and scripture readings will be discussed with you by the Pastor of FBSC.
- All music to be used during the ceremony should be approved by the Pastor of FBSC when you meet regarding your ceremony. Musicians and vocalists are not provided by the church. Only qualified musicians will use the church organ and piano.
- CD music may be played but must first be approved by the Pastor of FBSC. FBSC will supply a sound technician⁵. If another sound technician is requested, it must be approved by the Pastor of FBSC. Sound/music rehearsal will occur at the rehearsal (the day before the wedding).

Decorative Notes:

- No nails, tacks, staples, pins, adhesives, or anything that will mark woodwork or furniture.
- All flowers and decorations must be removed by the wedding party immediately following the ceremony.
- The church hires a custodian to vacuum and clean the church after your wedding. All other cleaning is the responsibility of the wedding party (garbage, decorations, programs, etc).
- The church is periodically decorated for specific holidays (i.e., Lent, Easter, Christmas). The church office can advise you about what decorations may be in the church sanctuary the week of your wedding.

Mandatory Pre-Marriage Counseling

Our goal at FBSC for our pre-marriage counseling is to help you prepare for the rest of your life as a married couple in Christ. The time and effort required is well worth the time and financial costs to ready you for a lifetime of marital success. The Pastor of FBSC will discuss with you the details of the mandatory pre-marital counseling after the Wedding Application has been approved.

Certain Marriages Prohibited

The First Baptist Church of Scott City, Missouri will not sanction any marriage prohibited by the State of Missouri or the United States of America. Please consult the state and federal authorities for a list of prohibited marriages.

As a Church that submits to the authority of God, as revealed in The Holy Bible; FBSC reserves the right of conscience to only approve marriages between one man and one woman.

Regardless of whether or not it is legalized in the State of Missouri or in the United States, FBSC will never sanction or recognize a marriage between two men or a marriage between two women. Also, FBSC will never sanction or recognize a polygamous marriage.

⁵ The wedding fee includes the use of FBSC's sound system. The wedding party is responsible for providing an honorarium for the Sound Technician.



First Baptist Scott City Wedding Application

1102 Second St West, Scott City, MO, 63780

Please complete this form and mail it to the church office..

FEES: The wedding rental fee of \$50 (\$100 for non-members) includes the following:

- Sound System
- Pre-Marital Counseling
- Custodial Cleaning
- Facility Rental

The fees listed in this contract do not include honorarium for the officiating pastor or the musicians. These are to be cared for individually by the couple.

DEPOSIT: A \$25 non-refundable deposit is required to hold the wedding date on the church calendar. The remainder of the rental fee is due two (2) weeks prior to the wedding.

In the event that the wedding is cancelled, all rental fees paid in excess of the deposit shall be refunded. If the church cancels the wedding due to an unforeseen occurrence beyond its control, the church will refund all fees; but cannot be held responsible for any damages caused by the cancellation.

LIABILITY WAIVER: As borrowers of First Baptist Scott City (FBSC), I (we) agree to protect, indemnify, and hold harmless FBSC from any and all loss, costs, damage or expense, arising from our use of the premises or from any accident or other occurrence on or about the premises causing injury to any person or property. We agree to protect, indemnify, and hold harmless FBSC from any and all claims, costs, or expenses arising from any failure of borrower in any respect to comply with and perform all requirements and provisions agreed to and outlined in the Church Wedding Policy, and required by law or ordinance, during the period of occupation.

By signing this contract, we agree to the terms and conditions listed in this contract, as well as the church's Wedding Policy. A non-refundable deposit of \$25 is enclosed, check number _____. The balance will be paid by _____. (Please make all checks payable to First Baptist Scott City and write "Wedding Rental Deposit" on the memo area.)

BRIDE'S SIGNATURE _____

GROOM'S SIGNATURE _____

PASTOR'S SIGNATURE _____

TODAY'S DATE: ____/____/____

REHEARSAL: Date: ____/____/____ **WEDDING:** Date: ____/____/____

Time: _____

Time: _____

First Baptist Scott City * 1102 Second St W * Scott City, MO 63780

Phone: 573.264.2214 * Email: secretary-fbc-sc@sbcglobal.net