

Guidelines for Wedding Ceremony Stonegate Fellowship

Congratulation to both of you on having made one of the most significant decisions of your lives! While we believe making Jesus Christ Lord and Savior is the most important life-changing decision you can make, choosing the one with whom you will spend the rest of your life in the covenant of marriage is incredibly significant. We encourage you to keep Christ the center of your engagement, your marriage and your home.

We are committed to working with you to see that your wedding places God at its center and is worshipful, memorable and personal. May God continue to bless you as you look to Him for guidance regarding this special event.

Persons desiring to be married at Stonegate Fellowship or be married by a Stonegate Fellowship Pastor must be active members, in the process of becoming active members or children of members.

All arrangements for the wedding, the rehearsal and the reception should be scheduled a minimum of four months in advance. While the Senior Pastor is limited in the number of ceremonies he performs. Stonegate Fellowship has several qualified Associate Pastors who may assist in performing ceremonies.

The wedding will be placed on the church calendar (pastor's calendar) when the applicant has:

1. contacted the Wedding Coordinator;
2. made application with one of the Pastors on the church staff and secured his agreement to perform the ceremony or received the approval of the Senior Pastor for a guest pastor; and
3. successfully completed pre-marital counseling (which takes approximately 10 weeks) through the counseling ministry. (The date requested is penciled in at the time of application and confirmed upon completion of pre-marital counseling.)

In order to facilitate preparation, cleaning, etc., weddings will not be scheduled to begin later than 4:00 p.m. (on Saturday) and Stonegate Fellowship facilities must be vacated completely by 6:00 p.m. (on Saturday). Weddings will not be scheduled on Sundays, holidays or when there is a church calendar conflict. ***All scheduling decisions are made at the discretion of Stonegate Fellowship.***

Guidelines

The Stonegate Fellowship Senior Pastor must approve all co-officiating or guest pastors. The sanctuary seats approximately 1000 guests.

The person scheduling the wedding will be held liable for any damage to the building. Please carefully note the guidelines included herein and make sure all vendors are informed. Stonegate Fellowship reserves the right to restrict privileges of any outside vendor violating the wedding policy of the church. All vendors must pre-arrange with the Wedding Coordinator times for decorating, floral delivery, etc.

Rehearsal

The Stonegate Fellowship Wedding Coordinator will contact the bride to arrange for a meeting before the rehearsal. A one-hour rehearsal will be scheduled some time the week preceding the wedding. It must begin and end on time and should include all members of the wedding party. The Wedding Coordinator may (at the discretion of the officiating pastor) conduct the rehearsal on behalf of the officiating pastor. The Wedding Coordinator has the final authority when outside consultants are used. Please remember to give your marriage license to her on the night of the rehearsal.

Music

The wedding is a religious service and the choice of music should be in keeping with the worship and dignity of the occasion.

The Ceremony Worksheet and Music Worksheet, both provided by Stonegate Fellowship, along with a list of songs, CD's and/or audio tapes must be turned in to the Wedding Coordinator no later than 30 days prior to the ceremony to be pre-approved by the Worship Pastor. Upon approval, they will be forwarded to Stonegate Fellowship's Media Team to be used for your wedding ceremony.

The Wedding Coordinator can assist you in obtaining instrumentalists and vocalists for your wedding; however, all financial arrangements will be negotiated by you and are your responsibility. The Wedding Check List for Sound Technicians, provided by Stonegate Fellowship, must be completed and turned in to the Wedding Coordinator no later than 30 days prior to the wedding date.

Because of the complexity of Stonegate Fellowship's sound and lighting system, you are required to use a Stonegate Fellowship sound/light technician. The Wedding Coordinator is responsible for booking a technician for your wedding ceremony.

Decorations

Florists will coordinate with the Wedding Coordinator for access to the sanctuary prior to the wedding. When the ceremony is concluded and all photography completed, we ask that all flowers and decorations be removed immediately, and that the auditorium be cleaned and returned to the condition in which it was found. The church cannot and will not accommodate storage for rental equipment.

Stage decorations will not be taken down or changed for weddings. Safety issues prohibit anyone but authorized staff making unscheduled changes. No decorations of any kind are to be applied to walls or ceilings. Florist wire, ribbon or pipe cleaners may be used when necessary but nails, staples and adhesives of any kind are not permitted. Please do not use glitter of any kind.

No wax candles are to be used. Votive or dripless candles may be used in hurricane lamps. Aisle candles are permitted in hurricane lamps only.

Photography and Videography

It is the responsibility of the bride and groom to explain church policies to the photographers, family members and guests with cameras. Pictures may be taken in the Sanctuary as indicated below:

1. No photographs during the ceremony except those taken by the hired, professional photographer;
2. Once the ceremony begins the photographer should remain stationary to prevent any disruption to the ceremony; and
3. We recommend the bulk of wedding pictures be completed before the ceremony.

You may hire an outside videographer or you may utilize Stonegate Fellowship's video package option. Video equipment should be positioned in fixed, nondistracting locations during the ceremony.

Premarital Counseling

It is required that ***all couples*** being married at Stonegate Fellowship complete pre-marital counseling through the counseling ministry of Stonegate Fellowship. There is a \$50.00 fee for pre-marital assessment and materials.

Reminders

We are stewards of the facilities God has provided. Therefore, we ask that you help us treat the church facilities with reverence and respect and abide by the following guidelines:

- Use of alcoholic beverages, tobacco, drugs or items resembling such is strictly prohibited in the buildings and on the grounds of Stonegate Fellowship
- No one under the influence of alcohol or drugs will be allowed to participate in the rehearsal or wedding
- Use of inappropriate language is prohibited
- Proper dress is required at the rehearsal, throughout preparation and during the wedding ceremony
- No rice, confetti, glitter or bubbles can be used inside any of the church buildings. Please check with the Wedding Coordinator and get permission for items to be used for the bride and groom "send off".