

Immanuel Presbyterian Church
8790 Vaughn Road
Montgomery, Alabama 36117
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Sanctuary Use Policy for Weddings Immanuel Presbyterian Church

INTRODUCTION

The Christian community recognizes that marriage is a personal decision of two people and an agreement between them. At the same time marriage is a social reality and a community institution, structured and regulated by and for the society to which the couple belongs. Thus, marriage is for Protestant Christians a state-regulated and state-required institution and act, and the legality of marriage is set by the state. Yet the Christian couple, their families, the church, and the minister who officiates at the wedding ceremony all in one way or another expect and claim God's part in marriage. The agreement between the two, legalized as a contract by the state, is entered with God's blessing and lived out with God's participation, and so marriage is sanctified. (adapted from The Constitution of the Presbyterian Church (U.S.A.): Part I, The Book of Confessions)

Immanuel Presbyterian Church demonstrates its support of the institution of marriage through the provision of guidance, counseling, services, and physical space.

POLICY

The Pastor of Immanuel Presbyterian Church will work closely assist couples seeking Christian marriage. Pre-marital counseling is an integral part of the process. In conjunction with the Pastor, decisions will be made regarding officiant and musicians and availability and care of the sanctuary and other facilities

PROCEDURE

Individuals seeking to use the sanctuary for weddings:

- contact Pastor or Office Administrator
- schedule three mandatory two-hour counseling session with Pastor
- reserve sanctuary at least 2 months in advance of service

Service guidelines

- Officiant
 - Current Pastor will be available to officiate
 - Other ordained pastors may be invited at the discretion of the Pastor
- The sacrament of communion
 - Session approval required
 - Invitation to its celebration must be extended to the entire congregation present

Music

- All music must be appropriate for a service of worship and approved by the Immanuel Music Ministry Coordinator and the Pastor.
- Music Ministry Coordinator will consult with couple regarding the selection of music and accompanists and performers
- The Music Ministry Coordinator will serve as accompanist if requested

Flowers and Decorations

- Simplicity in flowers, candles, and other decorations is encouraged
- Nothing may be removed or added to the pulpit, communion table, or baptismal font. They are primary symbols of Christian worship and should be visible in a Christian wedding.
- All decorations in sanctuary and narthex must be removed within two hours after wedding.
- Flowers may be left for Sunday worship

Facilities

- The couple and guests may have access to sanctuary, narthex, and kitchen for service and reception
- The wedding party may use designated rooms for dressing before the wedding.
- Any extra chairs or tables which are needed must be set up by the wedding party and returned to their original location within two hours after the service or reception

Attachment 1: Fees

Reservation of sanctuary	\$50
Non-members usage fee	\$50
Bulletin fee	\$25
Cleaning fee:	
wedding	\$50
rehearsal dinner	\$75
reception	\$75
Pastors' Honorarium	\$300 (includes mandatory counseling sessions)
Organist's Honorarium	\$200