## Wedding Information



First of all, congratulations! We are so happy for you! We love weddings and try our best to make each wedding day as special and significant as you are!

#### Wedding Guidelines

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- Both (bride & groom) must be Born Again believers.
- The bride or groom or one of their parents must attend Family Church.
- Policy Statement: we believe that marriage, as ordained by God, is defined between one man and one woman. No other ceremony will be performed by a Family Church Pastor or on church property.
- The bride and groom must complete the Prepare-Enrich relationship assessment profile (online) and 3 premarital meetings with a Family Church Pastor or Wedding Team Member.

#### Scheduling Your Wedding

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Since timing and coordinating is so crucial during the wedding planning process, please contact Virginia Carrillo at virginia@familychurchny.com or 845.361.4587 ext. 308 to have your date tentatively placed on the church and/or Pastor's calendar.

Saturdays fill up very quickly, especially during the Summer months; please have an alternate date in mind.

- Please review the information listed below, complete the attached Wedding Contract and return it with the appropriate deposit to the Church Office.
- Once the Wedding Team has processed your completed Wedding Contract with the required deposit, you will receive a wedding booklet with more information to help you plan your special day.
- You will also receive a link to the Prepare-Enrich relationship assessment profile to be completed by the bride and groom separately (the booklet will give you more info on that).

#### Wedding Fees

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- Refer to the back of this page for a breakdown of our wedding options and fees.
- The Wedding Deposit is refundable and returned on the day of the wedding if the wedding guidelines have been adhered to. Weddings that start more than 15 minutes late will result in a loss of \$50 of the wedding deposit and \$50 every 15 minutes thereafter. The wedding will be cancelled if it does not begin within 1 hour of the scheduled start time and no fees will be returned.
- The Church Fee includes the use of the facility (Chapel or Family Room and Bridal Suite) for both the rehearsal and wedding; fees for the Pastor, audio/visual technicians; arrangements for clean up on the day of the wedding; and premarital and wedding supplies. Payments can be made in cash, check (made payable to Family Church) or by Credit/Debit Card.
- Discounts are available for active Family Church members.
- The deposit is due in order to reserve the wedding date. All other fees are due at least 2 weeks prior to the wedding at the final premarital meeting.



Pastor Bryant Vasquez is our Associate Pastor and oversees all Family Church weddings. He loves people and he loves weddings! He will do everything he can to make sure your wedding is your "perfect" day!

Pastor Mike and Pastor Joe have very limited availability and do not usually take weddings. The church fee increases another \$150 per option if you request one of them to officiate your wedding.

We offer the following wedding options, please indicate your choice on the attached application.

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Option O		Option 2	
To have Pastor Bryant officiate a ceremony in the Chapel		To have Pastor Bryant officiate a ceremony in the Family Room	
≪ Wedding Deposit     ≪ Church Fee	(\$200.00)* \$400.00		(\$200.00)* <u>\$650.00</u>
<a> <a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a></a>	<u>\$600.00</u> **	<a href="mailto:st"> <a href="mailto:st"> <a href="mailto:st">s</a> <a href="mailto:st">s</a></a></a>	<u>\$850.00</u> **
*\$200.00 deposit due to reserve date Deposit refundable – see front of page  **\$50 discount for active members		*\$200.00 deposit due to reserve date Deposit refundable – see front of page  **\$100 discount for active members	
Option 3		Option 4	
To have Pastor Bryant officiate a ceremony off-site		To have a Family Church Pastor officiate an office wedding	
	(\$200.00)*	ം Total Cost	<u>\$150.00</u> **
♣ Pastor's Fee	<u>\$300.00</u>	*The full \$150.00 is due	to reserve date
◆ Total Cost	<u>\$500.00</u> **		
*\$200.00 deposit due to reserve date Deposit refundable – see front of page Additional travel fees may apply for locations over 50 miles away  **\$50 discount if you opt not to have Pastor or Staff at wedding rehearsal		Please Note:  • An additional \$100 distribution for weddings schedule before 2:00 pm (option)	ed Tuesday-Friday

#### **Chapel Wedding**

Option **1** 

For those planning a quaint, intimate wedding ceremony, the Chapel is located in the Administration Building, seating 90 people. The Bridal Suite is available for the bride and her bridal party 1-hour prior to the wedding. Chapel Weddings are scheduled no earlier than 3:00 pm on Sundays.

#### Family Room Wedding

Option 2

For those planning a large, multi-media wedding ceremony, the Family Room is located in the Main Building, seating 780 people. Family Room weddings include stage lights and wedding slides on large screens and the necessary personnel to facilitate this equipment. It does not include the use of church cameras or recording equipment. The Bridal Suite is available for the bride and her bridal party 1-hour prior to the wedding. Family Room Weddings are scheduled no later than 6:00 pm on Saturdays and not available on Sundays.

#### Off-Site Wedding

Option **3** 

Family Church pastors will perform wedding ceremonies at the reception site or alternate off-site location. The Wedding Team does not attend the rehearsal or wedding. Usually, the reception site has a wedding coordinator that will run the ceremony portion of the day.

#### Office Wedding

Option 4

We offer Office Weddings for those who prefer a simple, inexpensive wedding ceremony. Services are performed in the Chapel, if available, and **scheduled during the workday, Tuesday through Friday**. A maximum of 10 guests can be accommodated. Decorations are not permitted for Office Weddings.

# Wedding Contract FOR FAMILY CHURCH





Bride's Name		Groom's Name	
Address		Address	
City State	е	City	State Zip
Home Phone		Home Phone	
Cell Phone		Cell Phone	
Email		<u>Email</u>	
Date of Birth (with year)		Date of Birth (with yea	r)
Are you Born Again?	☐ Yes ☐ No	Are you Born Again?	□ Yes □ No
Are you employed?	☐ Yes ☐ No	Are you employed?	☐ Yes ☐ No
Is this your first marriage?	☐ Yes ☐ No	ls this your first marriag	e? □ Yes □ No
Ceremony Inform	ation		
*Date of Wedding	Location	1	Time
*Date of Rehearsal	Location	1	Time
Reception Site			Time
equested Pastor* Expected Number of Guests			mber of Guests
		ings and funerals. Pastor Joe McKe the fees increase by \$150 when rec	
,	,	, ,	. •
Please indicate you	wedding option: (se	ee the back of page	1 for pricing details)
□ Option 0	□ Option 2	□ Option 3	□ Option 4
Pastor Bryant in the Chapel \$200.00 deposit due	Pastor Bryant in the Family Room \$200.00 deposit due	Pastor Bryant off-site \$200.00 deposit due	Office Wedding \$150 due (full amount)
_			
Wedding Policy	_		
Family Church or officiated	by a Family Church Pastor. V will abide by these guidelines	We agree to uphold them and	ontract for weddings held at d ensure that contractors and understand that this a binding
Bride's Signature			Date
Groom's Signature			Date

### Please <u>initial</u> your agreement to the following (if applicable)

I <u>mportant</u>	Guidelines	80
•	The final wedding fees, marriage licens weeks prior to the wedding date at the	se and ceremony details are due at least 2 e final premarital meeting.
•	deposit and \$50 every 15 minutes there	utes late will result in a loss of \$50 of the wedding eafter. The wedding will be cancelled if it does not tart time and the deposit will not be returned.
<u>Cancellati</u>	ion	<u></u>
•		g deposit and any other fees paid will be returned assessment if a wedding has to be cancelled for
<u>Payment l</u>	nformation	ത
•	deposit. The wedding deposit will be understand that no date is officially se appropriate deposit are returned to	his completed contract, the refundable wedding refunded if the wedding guidelines are met. We et on the church calendar until this contract and the Wedding Coordinator and the dates have ace is due 2 weeks before the wedding ceremony. ellation of the wedding ceremony.
□ Cash	☐ Check or Money Order (payable	e to FC)
Card Detail	s (must be legible in order to process payment)	t): Expiration Date: 3 Digit Code:
	_/	
Cardholder's N	ame:	Amount Charged to Card:
Billing Address:		
	FOR OFFICE U	SE ONLY
Date Application	on Received By	Amount Paid
□ Cash [	□ Check or Money Order	Credit/Debit Card
Amount Due &	Notes:	