

WEDDING POLICY

Downsville Baptist Church

1. To reserve the sanctuary, the bridal couple must make an appointment for a conference with the pastor. It is important that all materials used on the premises be approved as Christian material and that the service be a Christian one. When the pastor has agreed on the details of the wedding, he will reserve the dates and time on the calendar for the rehearsal and wedding ceremony.
2. The scheduling of Saturday as well as Sunday afternoon weddings shall be at the discretion of the pastor.
3. Appropriate wedding music only may be used at the ceremony. The regular church organist/pianist may be engaged. If the regular church organist is not used, that person to play must be familiar with our type of organ/piano and be approved by the pastor.
4. Pictures of the wedding may be taken only from the rear of the sanctuary. Photographers shall not take any flash pictures during the ceremony, and he should make himself as unobtrusive as possible. The wedding party may return to the sanctuary for pictures after the ceremony.
5. No rice may be used inside or outside the church buildings. Birdseed is an appropriate substitute and should be used outside only.
6. Any damage or breakage to church property must be reimbursed to the church.
7. The floral decorations must not in any way damage the church or the furnishings. Protection must be furnished to insure that no wax is dripped on the carpets. All decorations must be removed from the premises immediately after the wedding. The bride shall be responsible for so informing the florist. If all, or any part, of the flowers are to be left for the use of the church at a later time, please inform the pastor prior to the wedding date.
8. No smoking is allowed in any part of the church buildings.
9. No alcoholic beverages may be used on the premises.
10. No food or beverages are allowed inside the church sanctuary.

Payment of Fees – All fees are to be paid at least two weeks in advance of your wedding date.

- | | |
|--------------------|----------|
| 1. Church | \$150.00 |
| 2. Fellowship Hall | \$ 75.00 |

Cleaning deposit of \$25 is required. Upon inspection of all or part of the cleaning, the deposit will be refunded. If individual wishes for our janitor to clean, the entire \$25 will be kept to cover this expense. If individuals wish to clean facilities themselves, the deposit will be refunded if no damage is done and facilities are left clean.

If the fellowship Hall is used for a baby or wedding shower and is held for a member of the church, there will be no charge. If held for a non-member, there will be a charge as stated above.

REQUEST FOR WEDDING RESERVATIONS

Downsville Baptist Church • 9371 S. University Parks Dr. • Robinson, TX 76706 • 254-881-2009

NOTE: WEDDINGS MAY NOT BE BOOKED MORE THAN 12 MONTHS PRIOR TO THE WEDDING DATE.

Date of Application: _____

Bride's Full Name _____ Groom's Full Name _____

Address: _____ Address _____

City _____ St. _____ Zip _____ City _____ St. _____ Zip _____

Phone (H) _____ (W) _____ Phone (H) _____ (W) _____

Bride's Email _____ Groom's Email _____

Church Affiliation _____ Church Affiliation _____

Has either a parent who is an active member of First Baptist Church? _____ Yes _____ No

Has either the bride or groom been married before? _____ Yes _____ No.

If YES, please state who and how long he or she has been divorced. _____

Are there any children from the previous marriage (s)? _____ Yes _____ No

Address after Marriage _____ City _____ St. _____ Zip _____

Date of Rehearsal _____ Time _____ AM/PM

Date of Wedding _____ Time _____ AM/PM

Minister(s): _____

Please reserve the following facilities for our wedding:

- | | |
|---|--|
| <input type="checkbox"/> Worship Center Only (for rehearsal & wedding) | <input type="checkbox"/> Church Organist |
| <input type="checkbox"/> Worship Center for Wedding/Rehearsal
Fellowship Hall for Reception <u>or</u> Rehearsal Dinner
(Please circle Reception or Rehearsal Dinner) | <input type="checkbox"/> Church Pianist |
| <input type="checkbox"/> Worship Center for Wedding/Rehearsal | <input type="checkbox"/> Church Soloist |
| <input type="checkbox"/> Fellowship Hall for Rehearsal Dinner | |

If wedding will take place at another location, please specify:

Place of Wedding: _____

Please return this form to the church office at your earliest convenience as your reservation can be confirmed only upon the receipt of above information, your deposit, and clearing of the official church calendar.

Please sign: We have received a copy of the Wedding Policy of Downsville Baptist Church and we agree to comply with the rules and guidelines regarding church weddings and church receptions. **Failure to comply with these rules and guidelines will result in the forfeiture of our entire deposit.**

Bride: _____

Date: _____

Groom: _____

Date: _____