

Our Church Staff

- Pastor** The Rev. Jon Komperda joined our church as senior pastor in September, 2010.
- Secretary** Linda Hassen, the Church Secretary, is the primary contact person for wedding scheduling.
- Organist** Kevin Korecki has been the Organist of Point Place United Church of Christ since 1995. All information and requests regarding the music for Services of Christian Marriage are handled by Kevin. The sanctuary includes both a baby grand piano and a pipe organ, both of which can be used during a ceremony.

Place me like a seal over your heart,
like a seal on your arm;
For love is as strong as death,
its jealousy unyielding as the grave.
It burns like blazing fire,
like a mighty flame.
Many waters cannot quench love;
rivers cannot sweep it away.

Song of Songs 8:6-7

There can be no love...without enduring relationship,
and the highest expression this can take is that of
covenant: the all-encompassing, voluntary, and un-
breakable pact struck between two hearts.

Mike Mason, *The Mystery of Marriage*

Revised 6/2011

A Service of Christian Marriage

Information Booklet and Registration Form



Point Place United Church of Christ

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Greetings

Weddings here at Point Place UCC are a cherished part of our church life. Marriage is a rich symbol that draws us deeper into our faith: a man and woman coming together to commit their lives to one another forever reminds us of God's undying love for his "Bride," the Church. We host weddings for members and non-members of the congregation, but regardless, we believe that a wedding is a spiritual ceremony, marriage a gift from God. So, as best we are able, we seek to let God and the Bible guide and direct us as we come alongside the bride and groom as they take this important and beautiful step. What follows is essential information about having a wedding ceremony at Point Place UCC. Enclosed are two forms for you to fill out and return to the church office in order to secure a wedding date. If we can be of help to you in this special time of your life, please do not hesitate to call.

Wedding Policy

The following are general guidelines. Any flexibility or exceptions to these guidelines are subject to the discretion of the pastor and other leadership of Point Place UCC. If you have any questions, just ask!

The bride and groom take the initiative in making plans for the use of the church building. These matters should be discussed with the minister at the earliest opportunity so that the desired date may be secured and special needs may be planned for and met.

Wedding dates are only secured **AFTER** the registration and full payment of fees are received by the church office. Check or money orders are to be made out to: **Point Place United Church of Christ** and returned with the completed registration form.

In the event that you cancel your wedding, your fees, minus \$150, will be returned to you.

After securing a wedding date, the bride and groom must meet with the officiant (minister) for Marriage Preparation. This is usually around 4-6 sessions to discuss the nature of the marriage covenant, develop skills and knowledge to address some of the common difficulties of marriage, help

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Registration Form

Bride's Name: _____ Phone: _____

Bride's Address: _____

Groom's Name: _____ Phone: _____

Groom's Address: _____

Date and Time of Wedding Rehearsal: _____

Date and Time of Wedding: _____

Time you need the building opened: _____

Pre-Wedding Music to begin at: _____

Ceremony to begin at: _____

Approx. number of guests anticipated: _____

Summary of Minimum Fees

Fees and Honorariums

<i>Circle the items you need:</i>	Members	Non-Members
Use of Sanctuary/Custodian	\$150.00	\$ 200.00
Use of Hall/Kitchen/Custodian (for reception)	150.00	200.00
Organist with a soloist you provide and one practice	125.00	125.00
Organist without soloist	100.00	100.00
Clergy Honorarium	100.00	200.00
Two Candelabra of seven candles each. (front of sanctuary)	10.00	10.00
7" Pew Candles*	10.00	10.00

* Note: *If the couple prefers a color other than white, they must provide those 7" candles.*

A double kneeling bench is also available at no cost.

Alcohol and Drug Policy

The Wedding Rehearsal and Ceremony Alcohol and Drug Policy of Point Place United Church of Christ

1. No one in the wedding party is permitted to be under the influence of alcohol/drugs during the wedding rehearsal or ceremony.
2. Alcohol/drugs are not permitted anywhere on the church campus site.(i.e. within the building or on the grounds).

Any violation of this policy will result in the following:

1. The wedding will be cancelled.
2. No refund of fees or honoraria will be given.

By signing this Alcohol/Drug Policy, I am acknowledging that I have read and understand it completely. I am also prepared to respect this policy and to accept responsibility for the actions of those in my wedding party, knowing full well that a violation of said policy will result in the stated consequences.

Bride: _____ Date: _____

Groom: _____ Date: _____

Witness: _____ Date: _____

the officiant learn more about the couple, and plan the wedding service. In certain circumstances, arrangements may be made to do this preparation with another counselor/pastor.

If the minister is concerned about the couple's relationship or readiness to wed, he will address these concerns with the couple. Due to the sacredness of the wedding vows and marriage covenant, the officiant retains the final decision to cancel or postpone the wedding in such cases. In this event, your fees will be returned in full.

The minister is in charge of the rehearsal. The minister will seek to plan and carry through the wedding so that it meets the wishes of the bride and groom as well as being appropriate to biblical guidelines.

If the couple would like another minister to be involved in the service, they are welcome to work with the pastor of Point Place UCC to plan and lead the wedding service.

Because there are practical matters involved and liturgical proprieties which should be observed within the sanctuary, the placing of flowers and decorations in the Church as well as the role of photographers and videographers during the service are subject to the direction of the minister and others familiar with the general practices of the church.

The Organist

It is the practice of the church that the couple should make arrangements with our organist. Because of the organist's familiarity with the instruments, the wedding service, and the pastor, we encourage couples to employ him for their service. In the event anyone desires the services of one other than the current organist, such requests must be cleared through the minister.

In addition to rehearsal time, the ceremony includes a program of 30 minutes of music before the wedding, if desired, and the music after the wedding until the guests have left the sanctuary.

See **SUMMARY OF MINIMUM FEES** at back of book.

Use of Our Facility

Our Sanctuary was constructed in 1954 and is colonial in design. Comfortable capacity for our Sanctuary is 275 people. The Sanctuary is **NOT** air-conditioned.

If anyone in your wedding party, family, or those who are invited guests are physically challenged, an elevator is available for their use. Please speak to the ministerial staff for more information.

All participants are expected to act in a respectful manner.

No bird seed, rice, confetti, balloons, or flower petals are permitted in the traditional “departure” of the bride and groom from the church. You are encouraged to use bells, whistles, or bubbles for this part of the celebration. **Flower petals are allowed inside the church only when a runner is used.** The runner should be 75-100 feet in length.

Time for the wedding—including pictures (before and after), dressing, etc.—**is limited to four (4) hours.**

After the Service of Christian Marriage and Receiving Line have concluded, the wedding party has one (1) hour to complete pictures with the photographer. This includes the time you spend doing other things after your wedding service is over.

In advance of the wedding, the photographer should check with the ministerial staff regarding protocol during the ceremony. Flash photography is at the discretion of the minister.

Following the Service of Christian Marriage, the wedding party is asked to remove all personal items and to return the dressing rooms to their original state.

Absolutely no tape or wires are to be used if decorating the pews.

Use of Our Facility (cont’d)

No Alcoholic beverages are to be served or consumed anywhere on church property (see “Alcohol and Drug Policy”).

No smoking is permitted anywhere in the building. If you must smoke, please do so at the rear of the building in the parking lot.

Appropriate behavior is expected in the church building.

In planning the decorations, special candles are used. Traditionally, two candles on the altar are used and the cost of these candles is taken care of by the church.

Additional items are available for use in your wedding plans. **Please see the Summary of Minimum Fees, for the details.**

RECEPTIONS

If the couple would like to hold a reception at the church building, arrangements should be made directly with the Wedding Reception Coordinator.

Music in Paterson Hall must be kept below a certain level, which will be at the discretion of the Wedding Reception Coordinator.

All activities in Paterson Hall will cease by 11:00 p.m.

CUSTODIAN

Custodian fees **ARE NOT OPTIONAL** when using the Sanctuary or Paterson Hall.

Only the custodian of Point Place UCC is to be used.