

CORNERSTONE BAPTIST CHURCH
WEDDING POLICY

Cornerstone Baptist Church believes that marriage is ordained by God and the wedding ceremony is a service of worship. Our facilities were thoughtfully and prayerfully built and dedicated to the glory of God. Therefore, we endeavor to use them appropriately. We request that you inform yourselves of and abide by the following guidelines.

Only Cornerstone Baptist members and their immediate family, which include children, grandchildren, step-children, step-grandchildren, parents, and step-parents may use the church campus for a wedding.

Scriptural Convictions

Cornerstone Baptist Church believes in the inerrancy and authority of the Bible as the Word of God. The following is based on our Scriptural convictions.

1. We believe Biblical marriage is the union of one man to one woman. Therefore, the campus of Cornerstone Baptist Church may not be used for any other type of wedding ceremony.
2. Our ministerial staff have their own policies regarding whom they will or will not marry. Please contact the staff member of your choice to obtain his policy. Be aware that the following items are included in each of their policies:
 - Our staff will not marry a believer with an unbeliever.
 - The question of divorce is perhaps the most difficult and complex question regarding a new marriage. Many believers in Christ have been divorced. Our pastors are under no obligation to marry anyone, but they are open to counsel those who choose to marry. Each situation will be treated individually and with compassion.
 - Our pastors will not marry couples who are living together prior to the marriage ceremony.

Dates and Fees

1. Dates:
 - Wedding and rehearsal dates must be placed by the ministry assistant on the church calendar in the church office at least six (6) weeks prior to wedding. The bride must sign the Wedding Policy agreement and provide the church with contact information. Without a signature, the wedding will not be put on the calendar. These dates must be approved by the minister with regard to his schedule and the church program. Facilities, video and sound technician, and custodial fees must be paid at least three (3) weeks prior to the wedding date. Arrangements concerning use of the fellowship hall must also be made at this time.
 - The reservation of church facilities is on a first-come, first-served basis.

- Wedding preparations may be revised in the case of a funeral.
- The building will be open for three (3) hours for rehearsal and seven (7) hours for the day of the wedding, unless prior arrangements for a longer time are made with the ministry assistant.

2. Fees:

- All fees must be paid three (3) weeks in advance of the wedding date. All applicable fees will be calculated and paid directly through the church office from where they will be disbursed to the appropriate parties.
- There is no charge for facility usage for church members and their immediate families.
- The following individuals are necessary for a formal wedding.
 - Church Host/Hostess: The following charges will be paid for a host/hostess. This person serves as the resource to the family during rehearsal and wedding. This person also is available to answer questions about the church and or wedding policies. He/she will supply the wedding party with his/her contact information and will be the only contact person during the days of the rehearsal and wedding.
 - ✓ \$150 for the Sanctuary.
 - ✓ \$50 for Fellowship Hall for a reception.
 - ✓ \$50 for Fellowship Hall for a rehearsal dinner.
 - Custodian: The following fees will be paid for custodial services. The church custodian will prepare the sanctuary and fellowship hall and clean up afterwards. (Caterers are responsible for cleanup of the kitchen. There is a separate policy for use of the kitchen. If your rehearsal dinner and/or your reception is held on the church campus, the ministry assistant will provide a copy.)
 - ✓ \$150 for the Sanctuary.
 - ✓ \$150 for Fellowship Hall for a reception.
 - ✓ \$150 for Fellowship Hall for a rehearsal dinner.
 - Sound/Video Technician: The following fees will be paid for a sound/video technician. A Cornerstone Baptist Church technician will be assigned to operate the system for rehearsal and wedding ceremony, and to produce a video recording (one professional camera from the rear of the sanctuary) of the wedding ceremony. The technician will be available one hour prior to the rehearsal and one hour prior to the wedding. *No one other than a Cornerstone technician will have access to the audio/video system.*
 - ✓ \$150 for the rehearsal and wedding.
 - Minister: If you are using a Cornerstone ministerial staff member, please see his policy. Any honoraria given to a minister, should be submitted directly to him.
 - Director: You must secure the services of a wedding director, either paid or volunteer. This person must coordinate activities with the

host/hostess. *By no means, will the minister coordinate or direct the wedding.*

- Musicians/Singers: All details, including payment, must be worked out by the bride/groom directly with them. Also, please inform them that it is their responsibility to work out any details such as set up and rehearsal with the church office.

General Policies

1. It is the responsibility of the bride to advise florists or decorators of the regulations concerning their services. They are as follows:
 - No furnishings in the sanctuary other than the pulpit and stage furniture are to be removed or rearranged.
 - Only dripless candles may be used.
 - Protection from the dampness of floral items must be provided.
 - No tacks, nails, screws, staples, etc. shall be used in any room in the facility. Only painters tape may be used.
 - All decorations must be removed by the florist or decorator immediately following the wedding.
2. Flash-less photography is permitted during the ceremony, but photographers must use discretion and not operate in a way that compromises the sacred nature of the service. Photographers are asked not to stand on church pews to t
3. If a videographer other than church-provided is used, then the bride/groom is responsible for communicating to the videographer to coordinate all activities with the Cornerstone Baptist Church sound technician at least one hour prior to the start of the wedding.
4. No rice, birdseed, confetti, or other material may be thrown anywhere on the church campus (including outdoors). Bubbles and butterfly releases are permitted.
5. Smoking and alcoholic beverages are strictly prohibited on the church campus. Persons participating in the wedding are requested to refrain from the use of alcoholic beverages prior to the rehearsal and the wedding.
6. All personal belongings of the wedding party are to be removed from the building immediately following the service and prior to the wedding reception. This includes receptions held at the church. This allows for the custodial staff access to the building to begin cleaning.
7. The wedding party will be held responsible for any damage done to the facility, furnishings, or grounds.
8. Weddings planned during the holiday season (Christmas, Easter) must utilize the existing decorations, no changes will be permitted, and must coordinate with holiday programs and worship events. The church may not be available for a wedding at these times. *Please be aware that elaborate sets may be in the sanctuary during these times.*
9. The bride/groom is responsible for seeing that these policies are adhered to by all who participate in the wedding. This includes the wedding party, the wedding director, the photographer, the caterer, and the decorator or florist.

Music

Music is a very important part of the marriage service. It is requested that all musical selections be appropriate for a place of worship. Your selections must be submitted to the ministry assistant one month prior to the ceremony. The Minister of Music will review them. If any selection is considered inappropriate, you will be asked to make another selection.