MEMBERS
WEDDING POLICIES AND PROCEDURES
GRACE FELLOWSHIP CHURCH

6121 E Co Road 100 S
Avon, IN 46123
(317) 839-5190

Grace Fellowship Church has a very positive view of weddings. We believe that each wedding is not just a ceremony, but a joyous worship experience, which involves a definite request for God's blessing on the marriage. We want to be participants with you as you go through this most important occasion in your life. We believe in the scriptural admonition "...do not be unequally yoked" (II Corinthians 6:14). Therefore, marriages of two believers will be performed, marriages of two unbelievers may be performed, but a marriage of an unbeliever and a believer will not be performed. Also, we believe that marriage is to be between one man and one woman.

1st step: Please read this document in its entirety first, and if you agree with the rules and fees then fill out our "Building Use Request Form for Weddings." You can download this form off of our website (www.gfcavon.org).

2nd step: Your "Building Use Request Form for Weddings" will automatically be emailed to our pastor Jeremy Wright jeremy@gfcavon.org. Once we have received this form we will discuss it and get back with you about approval.

3rd step: If the date you request is available, and we can approve the use of the building, you may proceed with plans to carry out a ceremony at Grace Fellowship Church. We will put you in contact with our Wedding Coordinator who will require you to fill out an informational questionnaire. The Coordinator will be a resource person for you and is available to answer questions you may have regarding the ceremony and other services GFC can offer. The Coordinator will additionally assist you in organizing and coordinating details about your ceremony and will be in attendance at the rehearsal and ceremony. The Coordinator will oversee the general activities of your rehearsal and ceremony to help facilitate a smooth and joyous celebration. The Coordinator is also the person to collect the applicable fees and any other questions regarding use of the facility.

Pastors: Jeremy Wright, Luke Rasberry and Warren Burns
Wedding Coordinator: *No one at this time
Sound Technician: to be determined by Wedding Coordinator

*please see the pages following for specific rules regarding your ceremony and applicable fees

1. Saturday evening weddings must begin no later than 6:00 p.m.

2. NO smoking is permitted anywhere on GFC property. The wedding party is expected to enforce this for ALL guests.

3. NO possession of or drinking of alcoholic beverages is permitted anywhere on GFC property. We hold you personally responsible to inform ALL of your guests of this restriction.

4. Throwing of rice is prohibited. ONLY Birdseed and bubbles are acceptable, but must only be available to guests at the exterior of the building and must only be thrown/blown outside and away from the building.

5. Protective plastic is required under all lighted candles. ONLY drip-less candles are to be used. Additional questions regarding supplementary decorations, flowers, musical accompaniment, etc..., should be directed to the Wedding Coordinator.

6. The Nursery and Classrooms (not already allocated as Dressing Rooms) are not available for weddings. Children must be attended by adults at all times and will not be allowed to run throughout the building.

7. Dressing Rooms are provided as follows:
    a. The Pre-K - Kindergarten Classroom will be provided for the bridal party (females). The attached Restroom is available to them.
    b. The Fifth-Sixth Grade Classroom will be provided as a Dressing Room for the men. The Men's Restroom will be available to them.

8. The Dressing Rooms and Restrooms must to be emptied of all personal belongings as the last of the wedding party leaves the building.

9. The sound system and equipment will be operated and handled ONLY by a sound technician authorized by GFC.

10. Flower girls may not use real flower petals for scattering in the pathway of the bride. Real flower petals have a tendency to get crushed into the carpet and the stain is irremovable. Silk flowers are acceptable.

11. Arrangements for clean-up of candelabras, floral items, decorations, etc., must be discussed with the Wedding Coordinator prior to the ceremony.

12. Do NOT attempt to change the temperature in the building. If you have a request concerning this matter, discuss it with the Wedding Coordinator prior to the ceremony.

13. The Foyer may be available for rehearsal dinners. This must be discussed with the Wedding Coordinator. The Sanctuary is NOT available for rehearsal dinners and/or receptions.
14. IMPORTANT NOTE: Be aware that during the months of April - June (baseball season) and August - October (football season), AJAA uses our parking lot extensively. If your ceremony is scheduled during these months, we strongly recommend **YOU provide parking attendants for the ENTIRE day of your ceremony in order to maintain sufficient parking for you and your guests.** Questions regarding this should be directed to the Wedding Coordinator.

APPLICABLE FEES

Wedding Coordinator	$100
Sound Technician	$75
Custodial fees	$200
Use of Foyer for rehearsal dinner (if scheduled)	$100

Fees must be paid in a lump sum no later than two (2) weeks prior to the ceremony.
Checks:
Make one out to “GFC” for the custodial fee, and foyer if you are using foyer
Make one check out to “wedding coordinator’s name” and give to her
Make one check out to “sound technician’s name” and give to him
Please give all checks to Wedding Coordinator and she will distribute them.

We are delighted to share in this occasion with you. And remember . . .

Two are better than one,
because they have a good return for their labor.
If one falls down,
his friend can help him up.
(Ecclesiastes 4:9,10b)