



TRINITY PRESBYTERIAN CHURCH
CELEBRATION OF MARRIAGE



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CONGRATULATIONS ON YOUR ENGAGEMENT!

We at Trinity are very excited for you and your future and we will be praying for you as you plan for your big day but also for your new life journey together as husband and wife.

We believe that marriage is a gift from God so a husband and wife may help and comfort each other, living faithfully together in joy and sorrow, and in sickness and health throughout their days.

Marriage is given for the full expression of love between a man and a woman. In marriage, the husband and wife belong to each other and freely give themselves to each other.

In a Christian marriage, God is invited to enter the relationship and be the glue that binds the man and woman together through the power of the Holy Spirit. As the feeling of love ebbs and flows and times of hardship enter, it is the Holy Spirit that will maintain the bond of love.

This is a new way of life, created, ordered, and blessed by God that a couple enters. This way of life should not be entered carelessly, but responsibly and prayerfully.

We rejoice that marriage is given by God, blessed by our Lord Jesus Christ, and sustained by the Holy Spirit!

It is our hope that you will experience the power of God as you are joined together as husband and wife.

PURPOSE OF WEDDING POLICY

Trinity Presbyterian Church has adopted this wedding policy in order to:

- Enable couples to understand the nature of their Christian commitment
- Ensure the facilities of the church are used in keeping with our faith and purpose
- Answer any questions and remove any misunderstandings regarding weddings at Trinity
- Be a faithful witness to the gospel of Jesus Christ

WHO MAY BE MARRIED AT TRINITY

Because marriage is an act of Christian discipleship, both the man and the woman seeking marriage should be professing Christians. At a minimum, either the man or the woman must be a professing Christian.

THE PROCESS

The following steps need to be taken leading up to the wedding day:

1. Couples seeking a wedding ceremony should contact the church as soon as possible
2. The church will mail an application and guidelines for a wedding at Trinity.
3. The completed application (by both bride and groom) needs to be returned with a \$150 non-refundable deposit to secure the date.
4. The church will contact the couple to schedule three required pre-marital visits with the pastor.
5. The church or pastor will provide options for required premarital counseling (in addition to the 3 visits with the pastor)
6. After all requirements have been met and payment received, the couple can look forward to their wedding day!

MINISTERIAL LEADERSHIP

Ordinarily the pastor of Trinity Presbyterian Church will have the privilege of conducting weddings in its sanctuary. Our tradition maintains that the invitation for a different minister to take part in the service must

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come from the pastor of Trinity. Couples may not invite other clergy to take part in the service before consulting Trinity's pastor.

WEDDING COORDINATOR

A wedding coordinator will be assigned to all weddings. The following are some of the benefits of the wedding coordinator:

- Answers all questions regarding wedding ceremonies at Trinity Presbyterian Church, including but not limited to: prices, dates, procedures, and appropriate music.
- Calls the bride and/or groom to set up a time to meet to discuss the wedding ceremony and church procedures.
- Meets with the engaged couple to plan all stages of the ceremony, including but not limited to: seating of guests and family; order of ceremony; music; scripture reading; candles; flowers; photographs; and decorations.
- Books the sound technician for the wedding
- Coordinates the wedding rehearsal
- Ensures the church is available two hours prior to the wedding to provide guidance and coordination to the wedding party.
- Acts as the liaison between musicians, A/V technicians and others as needed
- Handles the marriage certificate to ensure all proper signatures are recorded and that it is filed correctly

The Wedding Coordinator will not help plan the reception.

The Wedding Coordinator provided by Trinity is non-negotiable. Should a couple choose to hire an additional wedding coordinator, he/she will have to coordinate with Trinity's wedding coordinator.

MUSIC

Music should direct attention to God, who sanctifies marriage and special care should be taken to assure the selections chosen are suitable and respectful of the beliefs of Trinity Presbyterian Church. Music inappropriate for worship will not be approved. All music must be approved by the pastor or the Worship Director at Trinity Church. This can be communicated through the Wedding Coordinator.

MUSIC INSTRUMENTS

Musical instruments may be brought in by other performers. Musical instruments owned by Trinity must be played and operated by Trinity staff or designated church members. Permission to use the church's instruments may be given but permission must first be granted by Trinity.

DECORATIONS AND SYMBOLS

Decoration of the sanctuary will be at the expense of the wedding party. In keeping with our beliefs, decorations and symbols must recognize God and should not be elaborate.

- Tacks and nails may not be driven into church property. Tape may not be used due to the risk of damage to painted surfaces.
- Only dripless candles may be used.
- Flowers must be removed the same day of the service.
- No rice or bird seed may be thrown on the church property.

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PHOTOGRAPHS AND VIDEO RECORDING

Photographs are encouraged before and after the wedding ceremony as such activity during the worship removes attention from God at work.

Neither photographers nor videographers may enter the main floor of the sanctuary during the service and are respectfully asked to keep to the outside aisles and the back of the sanctuary.

The wedding coordinator will work with photographers and videographers to ensure the pictures and videos are taken with respect to our beliefs and worship.

It is the responsibility of the bridal couple to make this policy known to their friends and photographers.

ALCOHOL

Alcoholic beverages are not permitted on church property.

WEDDING PROGRAMS

If wedding programs are requested, a worksheet must be provided no less than 60 days prior to the wedding and proofread by the bridal party 45 days prior to the wedding.

WEDDING RECEPTIONS / REHEARSAL DINNERS

Receptions and dinners are not included in the cost of a wedding ceremony. Please ask the wedding coordination for information on having a rehearsal dinner or wedding reception at Trinity Church.

THE WEDDING REHEARSAL

Wedding rehearsals are traditionally held the evening before the ceremony. The church's wedding coordinator will open and close the church for the rehearsal. The coordinator will work under the supervision of the pastor to ensure the wedding is run smoothly and to answer any questions.

WEDDING FEES

Trinity has one set of wedding fees. The fee is all inclusive except for the Social Hall and pre-marital counseling.

A one-time fee of \$1,100 includes:

- Use of the Sanctuary
- Pastor and pre-marital planning
- Wedding Coordinator
- Sound technician
- Custodial services

WHAT IS NOT INCLUDED IN THE FEES

- Use of the Social Hall for reception (Additional \$300)
- Approved pre-marital counseling.

PAYMENT POLICY

Non-refundable deposit of \$150

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Due with the return of the application to secure the date on the church calendar

The balance of \$950 shall be paid in two equal payments of \$475.

First payment of \$475

Due before the first meeting with the pastor.

Second payment of \$475

Must be received no later than 45 days before the wedding date

Late Fees

A late fee of \$100 will be applied if final payment is not received 30 days prior to the wedding rehearsal.

CANCELLATION POLICY

If the couple and/or the pastor determines that moving forward with the wedding is not in the best interest all fees will be refunded except the initial \$150 deposit and any payment made for pre-marital counseling.

While it is always our hope that a wedding will take place, if the church does not receive full payment 30 days prior to the wedding rehearsal, Trinity will cancel the wedding and the bridal party will be informed the date has been released. A refund will be issued to the person who made payments. Please note the non-refundable \$150 will be kept to further the ministries of Trinity. Also, any payment made for pre-marital counseling will not be refunded.

ACKNOWLEDGEMENT OF TRINITY'S POLICY

Thank you for taking the time to read our wedding policy. Our main goal is for you, the wedding couple, to have clarity and avoid any confusion. We hope your wedding day is one of joy and celebration!

Please sign and return the application on the next page and return with your \$150 deposit. We look forward to helping you prepare for the work that God will be doing in both of you.

WEDDING APPLICATION

**Trinity Presbyterian Church ~ 1500 Park Blvd. West Sacramento, CA 95691 ~
916.371.5875 ~ www.TrinityWest Sac.org**

Wedding Date Requested 1st 2nd 3rd Time _____

Rehearsal Date Requested 1st 2nd 3rd Time _____

Name of Bride: _____

Member of Trinity Yes No Other Church _____

Address _____

City _____ State _____ Zip _____

Phone (day) _____ Phone (eve) _____ Cell _____

Bride's Email: _____

Faith Background of Bride _____

Name of Groom: _____

Member of Trinity Yes No Other Church _____

Address _____

City _____ State _____ Zip _____

Phone (day) _____ Phone (eve) _____ Cell _____

Groom's Email: _____

Faith Background of Groom _____

We have read the "Celebration of Marriage" form of Trinity Presbyterian Church and agree to abide by the expectations.

Bride's Signature _____ Date _____

Groom's Signature _____ Date _____

Section below to be filled out by office staff

Total Cost _____ Date Application Received _____ Deposit Paid (Attach copy of check)

2nd Payment Received
(Attach copy of check)

Final Payment Received
(Attach copy of check)