

PARK CENTRAL PRESBYTERIAN CHURCH WEDDING POLICIES

Use of building:

- Use of the church building must be approved by the governing board and scheduled through the church office.
- A deposit of **\$100** is required to reserve your date. If the wedding is cancelled more than 30 days in advance, the deposit will be returned along with any other money paid. If the wedding is cancelled less than 30 days in advance, the deposit will not be refunded.
- The total fee for building use is **\$500**. The deposit will be used to hold the date. The remaining \$400 must be paid no later than one week before the wedding.
- Glitter is not permitted to be thrown inside the church building or used as decoration.
- No animals other than service animals are permitted in the building.

Building Manager:

- The fee for the Building Manager's service is **\$250** for both the rehearsal and the wedding ceremony. These fees cover up to 5 hours of service. Should additional time be needed, it is available at a charge of **\$50** per hour.
- The Building Manager's fee is payable directly to the Building Manager at the rehearsal.
- If there will be more than 200 guests, a second staff member will be assigned for an additional **\$25** per hour.

Organist:

- The organist has the "right of first refusal" for all weddings.
- There is an initial fee of **\$350** for the organist. Any additional costs are to be agreed upon with the organist if more than the rehearsal and service music are requested.
- The organist's fee is payable directly to the organist at the rehearsal.

Pastor:

- The pastor of the church is available for weddings at his/her discretion.
- There is a fee of **\$500** for meeting with the couple, planning the service, leading the rehearsal and leading the worship service.
- Pre-marital counseling is a prerequisite of any wedding performed by the pastor of this congregation. This typically involves several sessions and may be done with the pastor or another qualified professional. If the pastor of this congregation is available, the fee is **\$70** per hour.
- The pastor's fees are payable directly to the pastor at the rehearsal.
- All weddings held at Park Central Presbyterian Church must be officiated by an ordained Christian minister. The name of the minister must be submitted for approval when securing the wedding date.

AV Tech:

- If you would like to use the sound system, the fee for the AV Tech will be agreed upon directly with the AV Tech. Fees will be based on the amount of time the AV Tech is needed.