

# Wedding Policy

St. Peter's United Church of Christ

582 Church Street Amherst, Ohio 44001

440-988-4965



**ST. PETER'S**  
UNITED CHURCH OF CHRIST

[pastor@stpetersamherst.org](mailto:pastor@stpetersamherst.org)

*Caring for Us*

[admin.ofc@stpetersamherst.org](mailto:admin.ofc@stpetersamherst.org)

*Caring for Others*

[www.stpetersamherst.org](http://www.stpetersamherst.org)

*Praising God*

*January / 2020*

## Congratulations & First Things

Schedule a meeting with St. Peter's minister.

You and Pastor will:

- check the availability of the date for your wedding at St. Peters, and Pastor's availability.
- calendar pre-wedding conversations.
- orient to the sanctuary or chapel and other space you will use on your wedding day.
- review wedding fees and guidelines
- review contact information for Wedding Coordinator and Organist
- agree upon Pastor's compensation / honorarium \*\*

*St. Peter's minister is responsible for conducting worship services and shall customarily be the officiating minister at all weddings. Additional ministers may play an assisting role in consultation with the St. Peter's minister. No wedding will be officially scheduled until the minister has spoken with the couple, confirmed calendar availability, and agreed to officiate at the service.*

*St. Peter's Wedding Coordinator helps you with details specific to the wedding worship service. They open and close the building the day of the rehearsal and service. They orient the florist / photographer / other support persons. They assist the minister during rehearsal and worship at the minister's direction, including helping the principles of the wedding party to their proper places at the proper times; they help with general advice concerning building and sanctuary use specific to St. Peter's.*

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## Cost

Sanctuary / Fireside Room / Fellowship Hall:	\$575.00
Wedding Coordinator	included
Organist	included
Custodian	included
Minister	see above **
Deposit (refundable 90 days prior to Service)	\$100.00
Balance due 10 days prior to Service	deliver to Office
Marriage license due at rehearsal	deliver to Pastor
Chapel Space only (no organist or coordinator)	\$125.00 day of
Fellowship Hall as Reception space	Separate Agreement

## The Wedding Service

### Music

St. Peter's Music Director / Organist will work directly with you. They are prepared to answer your questions about appropriateness of music, the participation of other musicians, and all music matters. They have right of first refusal, and help choose their replacement, should they not serve as your musician.

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# The Wedding Service

## **Flowers and Decorations**

The Coordinator works with you. They are prepared to answer your questions.

Of note: You are responsible to arrange for installation on the day of the rehearsal or day of the wedding, and for removal following the wedding.

Your florist provides an aisle runner, if desired.

## **Photographer / Videographer / Sound equipment**

The Pastor will review guidelines and expectations well ahead of the service.

The Coordinator will help orient these professionals the day of the wedding.

**Seating**      Sanctuary downstairs seats 200. Balcony seats 100.

## **Gathering Space**

The minister will orient you on your initial visit.

Groom and attendants: Upstairs in the Fireside Room.

Bride and attendants: Downstairs in Fellowship Hall.

Receiving line: inside or outside. “Bubbles” in lieu of birdseed, rice, etc.

## **A Word of Gratitude**

St. Peter’s congregation, ministers and Pastor are pleased to provide this holy and sacred space for you and your guests. We are glad you have chosen to celebrate the Sacrament of Marriage here.

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