

## White River Christian Church Wedding Ministry

Congratulations on your engagement and upcoming wedding! We are praying that God will bless you greatly through the gift of marriage. It is our desire at White River Christian Church that your marriage becomes a relationship filled with joy, and that it be all God intended.

In the beginning God created man and woman and joined them as husband and wife. It was His design and desire that they complement each other in life's journey. Since God designed the marriage relationship, it makes sense that He knows best how to build and strengthen it.

As we read His Word we are able to discern basic principles which must be understood and applied if we hope to experience joy and fulfillment in marriage. Ignoring these principles will result in frustration and ultimate failure in the marriage relationship.

Because we are committed to building strong marriages, we want to share the following guidelines and Scriptures. We have no desire to condemn or reject anyone – but we want to live within God's principles for marriage.

The following pages will give the guidelines and policies for weddings at White River. It will also outline the steps taken and fees necessary to complete the process. If you have any questions please do not hesitate to call for clarification. Our pastors, wedding coordinators and office staff will be happy to assist you as you prepare for your wedding celebration. More importantly, with God's help we are eager to help you establish a marriage covenant that will last a lifetime. God Bless!

**White River Christian Church**  
**1685 N. 10<sup>th</sup> Street**  
**Noblesville, Indiana 46060**  
**(317) 773-4130**  
**[www.wrcc.org](http://www.wrcc.org)**

## To Schedule a Wedding

Please note that due to facility limitations with other ministries, we only perform weddings for current WRCC members and attendees. If you do not have a church home, one of our pastors would be excited to speak with you about your next steps with Jesus.

1. We request that both the bride-to-be and the groom-to-be complete the Wedding Application forms that are included in this informational packet. After completion they can be submitted to the church office by mail or in person. In addition, please sign and turn in the release statement included in the packet.
2. Request to use White River Christian Church for a wedding will be granted based on facility and personnel availability. The wedding and rehearsal will be reserved on the church calendar after two steps have been completed:
  - a. Review and approval of the Wedding Application by a pastor.
  - b. Receiving your non-refundable deposit.
3. Once the facility is reserved, further arrangements will be made with the Wedding Coordinator. She will contact you and make an appointment to complete a wedding plan worksheet.

## Facilities Available for Use

Worship Center: seats 901

Grand piano & Clavinova (organ): Additional instruments available at the discretion of the Worship Pastor.

Sound System: CD, cassette, VCR, DVD and computer equipped.  
Extraordinary audio/visual requests are at the discretion of the Multimedia Director, and will involve additional fees.

Main lobby & lobby restrooms

Nursery facility available at the discretion of the Early Childhood Pastor

Misc: unity candle table & candle holder, guest registry podium, 2 candelabras

Family Life Center: seats approx. 300-350 banquet style

Discovery Room (adjacent to FLC): seats approx. 100 banquet style.

Fully equipped kitchen

## Wedding Guidelines

1. We require couples to prepare for their marriage by participating in premarital counseling at the White River Counseling Center.
2. In addition to counseling each couple will have one meeting with the pastor performing the ceremony. The final meeting, usually two weeks prior to the ceremony, will also include the Wedding Coordinator.
3. We do perform marriages where a biblically allowed divorce has occurred (Matthew 5:31-32; 19:9, I Corinthians 7: 12-15) and/or when a person became a Christian after the divorce. Other circumstances will be evaluated on an individual basis by the pastor. However, we reserve the right to not marry a couple if either of them has been divorced within the last twelve months. In cases where one or both parties have been divorced less than twelve months, the pastor must decide, in light of Scriptures, whether or not to perform the ceremony (Mark 10:2-12, Luke 16:18).
4. We reserve the right to not marry a couple if one person is a Christian and the other is not (II Corinthians 6:14). **We will request the opportunity to share about becoming a Christian.**
5. We reserve the right to not marry a couple who is living together or is involved in a physical relationship (Galatians 5:19; Ephesians 4:22-24; 5:3; Colossians 3:5-8). **However, if you are in this situation, we would like the opportunity to discuss your situation with you.**
6. We will not marry a couple under age 18 if either person does not have the blessing of his/her parents.
7. In cases of premarital pregnancy, the marriage will be performed depending on the maturity of the persons involved and other considerations. The final decision to perform the ceremony will be determined by the pastor asked to perform the ceremony.

## Wedding Guidelines (Con't)

8. If any pastor of White River has refused to perform the ceremony, then all other pastors on staff will be unavailable until the issue leading to the decision is resolved.
9. Our senior pastor must approve all ceremonies held at White River, but with an outside pastor. The premarital counseling at White River will still be required.
10. All ceremonies held at the church will be under the supervision of the wedding coordinator.
11. We do not marry couples if either person is under the influence of alcohol or drugs (other than those prescribed by a doctor). In addition, any members of the wedding party arriving at the rehearsal or ceremony under the influence of alcohol will not be allowed to participate.
12. There is limited availability on holiday weekends and in the month of December. If a wedding is scheduled in the month of December the Christmas decorations will not be removed.

## Wedding Policies

1. The use of all facilities, equipment, church furnishings, and necessary wedding personnel will be arranged through the Wedding Coordinator. Wedding parties are not permitted to move or remove any church belongings without permission from the Wedding Coordinator. For your assistance, the entire wedding rehearsal and ceremony will be under the direction of the Pastor and the Coordinator.
2. All rehearsals will begin promptly at the time scheduled. Please bring your marriage license to the rehearsal and turn it in to the Coordinator.
3. The facility will be open at the time determined by the Wedding Coordinator based on the information filled out on the wedding plan worksheet. Vendors with equipment to drop-off or pick-up following the ceremony should schedule with the Coordinator.
4. The sound and video system may ONLY be operated by a WRCC trained technician.
5. All music to be played or sung must be submitted for approval.
6. If musicians are needed for ceremony music, the Coordinator can assist you in contacting members of the Music Ministry. However, musicians from WRCC set their own fees for service.
7. Smoking is PROHIBITED in all areas of the church, including restrooms.
8. Alcoholic beverages are PROHIBITED in the building and on church grounds.
9. Spring-loaded, drip-free candles must be used for candelabras (usually rented).
10. Rice, birdseed, bubbles, and other biodegradable materials may be used, but must be distributed and thrown OUTSIDE the building only. Confetti and fresh flower petals are not permitted.
11. The wedding party is responsible for removing all personal decorations and belongings from the building immediately following the ceremony. The wedding party also assumes TOTAL responsibility for damages to the building and/or property. If damages are found, a bill will be issued for replacement or repairs.
12. A Saturday wedding (when reception is held elsewhere) must begin no later than 5:30 pm.

## Additional Policies - Reception

1. A Saturday wedding and reception can begin no later than 2:30 pm. The reception event must be done by 5:00 and clean-up completed by 6:00, in order to prepare the building for Sunday morning worship.
2. The use of all Family Life Center and Discovery Room equipment and furnishings will be arranged through the Wedding Coordinator. Wedding parties are not permitted to move or remove any church belongings without permission from the Wedding Coordinator. For your assistance, the Wedding Coordinator will be in the building for the duration of the reception.
3. The use of tables and chairs is included in the fees paid for a ceremony and reception. The fee is \$75 for (seating of less than 100 guests) or \$100 for (seating of more than 100 guests) the custodial staff will set up and tear down the reception seating. This is the chair set up cost fee.
4. Caterers using the kitchen must contact the Wedding Coordinator at least two weeks prior to the wedding day to receive information on equipment use. Cleaning of the kitchen and all cooking/serving equipment and/or utensils is the sole responsibility of the designated caterer. The wedding party must identify a PRIMARY caterer to act as the responsible party for any and all food-related items used during the course of the reception. **(There is a additional \$50 fee for use of the kitchen plus a \$50 deposit that is refundable after the event)**
5. Use of the FLC and Discovery Room sound system is not included, but may be used for an additional fee of \$125 at the discretion of the Multimedia Director.
6. Immediately following the reception, the wedding party is responsible for removing any personal decorations or belongings used in the reception before the custodians can begin clean up.

## Things to Know...

### **About your Rehearsal:**

- \*The Worship Center is usually available on Friday afternoon for decorating.
- \*All instruments except the grand piano will be cleared from the stage.
- \*Trees and greenery may remain on the stage.
- \*Please bring your marriage license.
- \*Please bring the honorarium for the pastor in a marked envelope.
- \*Please bring any fees for paid musicians in a marked envelope.
- \*Please bring any CD's, tapes or videos for use during the wedding.
- \*Feel free to bring any additional accessories to the rehearsal and leave them at the church overnight. All rooms will be locked and secure. The Coordinator will assist you in setting out these items the following day.

Dresses or tuxedos  
Unity candles  
Guest book/pen  
Programs/bulletins  
Aisle runner

### **About your Wedding:**

- \*The Worship Center will be available no earlier than two hours before the beginning of pre-wedding pictures.
- \*The Choir room and nearby bathrooms will be the women's dressing room.
- \*The prayer room and nearby bathroom will be the men's dressing room.
- \*Personal belongings of the wedding party must be cleared out of dressing rooms before leaving for an off-site reception.
- \*Decorations and/or rented equipment must be taken from the building (or disposed of) by the wedding party before leaving for the reception.

## Financial Arrangements

Arrangements for payment should be made directly with the Wedding Coordinator. Make your checks payable to WRCC with Wedding Date in Memo line **DO NOT send deposit money or your balance due until you have been notified.** The non-refundable deposit of \$100 is applied toward the fees below. The balance for all fees is due to the Wedding Coordinator and should be received no later than two (2) weeks prior to the wedding date.

### Active Members:

Wedding - \$ 450 to WRCC & \$165 to the Counseling Center

**An honorarium to the pastor of \$125 or more can be made on the wedding day**

Wedding & Reception \$650 WRCC (**plus** chair setup & Kitchen Fees) & \$165 to the Counseling Center

**An honorarium to the pastor of \$125 or more can be made on the wedding day.**

### Non-Members:

Wedding \$850 & \$165 to the Counseling Center

Wedding & Reception - \$1050(**plus** chair setup & Kitchen Fees) & \$165 to the Counseling Center

**An honorarium to the pastor of \$125 or more can be made on the wedding day**

Your fees include a wedding coordinator from White River Christian Church to help serve you in the wonderful process of making this day the best we can. It also includes the light and sound person.

FOR OFFICE USE:

Availability of: \_\_\_ calendar \_\_\_ pastor \_\_\_ worship center  
\_\_\_ copy to coordinator \_\_\_ final on calendar

## WEDDING APPLICATION for the BRIDE

PLEASE PRINT!

Date: \_\_\_\_\_

Bride's Name: \_\_\_\_\_  
                    First                    Middle                    Last

Birthdate: \_\_\_\_\_

Bride's Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address: \_\_\_\_\_ Occupation: \_\_\_\_\_

Desire Wedding Date: \_\_\_\_\_ Alternate: \_\_\_\_\_  
                                    Month/Day/Year                                    Month/Day/Year

Desired Time: \_\_\_\_\_ Desired Time for Rehearsal: \_\_\_\_\_

Desired facility - check all that apply: Worship Center (wedding only) \_\_\_\_\_  
                                    Family Life Center (reception) \_\_\_\_\_ Discovery Rm. (reception) \_\_\_\_\_

Approximate number of guests: \_\_\_\_\_

How long have you known each other? \_\_\_\_\_

How long have you been dating? \_\_\_\_\_

How long have you been engaged? \_\_\_\_\_

Are you and the groom presently living together? Yes \_\_\_ No \_\_\_

How confident are you about your decision to marry (check one):  
Very confident \_\_\_ Fairly confident \_\_\_ Some doubt \_\_\_

How supportive are your parents of your decision to marry?  
Strong supportive \_\_\_ Fairly supportive \_\_\_ Neutral \_\_\_  
Somewhat opposed \_\_\_ Strongly Opposed \_\_\_

What is the marital status of your parents? Married \_\_\_ Divorced \_\_\_ Widowed \_\_\_

What marriage-related books have you read within the last two years? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been divorced? Bride: Yes\_\_\_\_ No\_\_\_\_

If "yes", when did the divorce take place? \_\_\_\_\_

What led to the divorce? \_\_\_\_\_

\_\_\_\_\_

Do you attend WRCC? Bride: \_\_\_\_\_

If you attend elsewhere, give the name and address of the church you attend: \_\_\_\_\_

\_\_\_\_\_

How frequently do you attend (number of times/month)? \_\_\_\_\_

Are you a Member of WRCC? Bride: Yes\_\_\_\_ No\_\_\_\_

Why do you desire to be married at WRCC? \_\_\_\_\_

\_\_\_\_\_

Desired minister? (1<sup>st</sup> & 2<sup>nd</sup> choices): \_\_\_\_\_

Are you a Christian? Bride: Yes\_\_\_\_ No\_\_\_\_

Briefly explain how and when you became a Christian, and how being a Christian has changed your life: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What is your church background? \_\_\_\_\_

\_\_\_\_\_

Do you have any specific questions or requests? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**WEDDING APPLICATION for the GROOM**

PLEASE PRINT!

Date: \_\_\_\_\_

Groom's Name: \_\_\_\_\_  
                    First                    Middle                    Last

Birthdate: \_\_\_\_\_

Groom's Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address: \_\_\_\_\_ Occupation: \_\_\_\_\_

Desire Wedding Date: \_\_\_\_\_ Alternate: \_\_\_\_\_  
                                    Month/Day/Year                                    Month/Day/Year

Desired Time: \_\_\_\_\_ Desired Time for Rehearsal: \_\_\_\_\_

Desired facility - check all that apply:   Worship Center (wedding only) \_\_\_\_\_  
                                    Family Life Center (reception) \_\_\_\_\_                      Discovery Rm. (reception) \_\_\_\_\_

Approximate number of guests: \_\_\_\_\_

How long have you known each other? \_\_\_\_\_

How long have you been dating? \_\_\_\_\_

How long have you been engaged? \_\_\_\_\_

Are you and the bride presently living together? Yes \_\_\_\_\_ No \_\_\_\_\_

How confident are you about your decision to marry (check one):  
Very confident \_\_\_\_\_ Fairly confident \_\_\_\_\_ Some doubt \_\_\_\_\_

How supportive are your parents of your decision to marry?  
Strong supportive \_\_\_\_\_ Fairly supportive \_\_\_\_\_ Neutral \_\_\_\_\_  
Somewhat opposed \_\_\_\_\_ Strongly Opposed \_\_\_\_\_

What is the marital status of your parents? Married \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_

What marriage-related books have you read within the last two years? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been divorced? Groom: Yes\_\_\_\_ No\_\_\_\_

If "yes", when did the divorce take place? \_\_\_\_\_

What led to the divorce? \_\_\_\_\_

\_\_\_\_\_

Do you attend WRCC? Groom: \_\_\_\_\_

If you attend elsewhere, give the name and address of the church you attend: \_\_\_\_\_

\_\_\_\_\_

How frequently do you attend (number of times/month)? \_\_\_\_\_

Are you a Member of WRCC? Groom: Yes\_\_\_\_ No\_\_\_\_

Why do you desire to be married at WRCC? \_\_\_\_\_

\_\_\_\_\_

Desired minister? (1<sup>st</sup> & 2<sup>nd</sup> choices): \_\_\_\_\_

Are you a Christian? Groom: Yes\_\_\_\_ No\_\_\_\_

Briefly explain how and when you became a Christian, and how being a Christian has changed your life: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What is your church background? \_\_\_\_\_

\_\_\_\_\_

Do you have any specific questions or requests? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

We have read all the wedding guidelines and policies and agree to abide by them. We are aware that failure to abide by these guidelines may lead to the cancellation of our event. We also understand that White River Christian Church, 1685 N. 10<sup>th</sup> Street Noblesville IN, and its employees do not assume any responsibility and are therefore not liable for any injury or wrongdoing that might occur to any participant during the use of church grounds or properties.

Signature of Groom \_\_\_\_\_

Date \_\_\_\_\_

Signature of Bride \_\_\_\_\_

Date \_\_\_\_\_

Church Representative:

Signature & Position \_\_\_\_\_

Date \_\_\_\_\_