

The Village Church
 3621 Jodeco Road *Jonesboro, Georgia 30236
 770.507.0373*FAX: 678.833.9109
www.villagechurch.tv

WEDDING APPLICATION

Bride's Name _____

Address _____ City _____ Zip Code _____

Home Phone _____ Work Phone _____ Cell Phone _____

Village Church member? _____ If no, Church Affiliation _____

Groom's Name _____

Address _____ City _____ Zip Code _____

Home Phone _____ Work Phone _____ Cell Phone _____

Village Church member? _____ If no, Church Affiliation _____

Wedding Date/Time _____ Wedding Coordinator _____

Rehearsal Date/Time _____ Reception Location/Time _____

Pastor Performing Wedding _____ Contact # _____

Items	Fees
Refundable Deposit (after clean-up inspection)	\$100
Church Rental	\$300
Premarital Counseling (2 sessions)	\$100
Pastor's Honorarium (Rehearsal & Ceremony)	\$250
Sound & Lighting Technician	\$200
Video (Ceremony Only)	\$200

We have read the Wedding Policy and Guidelines of The Village Church and agree to comply with all that is written therein. A security deposit is required with this application and may be refunded upon inspection of the church and grounds following clean-up after the ceremony.

Bride's Signature _____ Date _____

Groom's Signature _____ Date _____

Payments/Deposits received _____ Date _____

Your Wedding At The Village Church

(On-Site Wedding Policy as of 03-11-05)

Congratulations to both of you on having made one of the most significant decisions of your lives! While we believe making Jesus Christ your Lord and Savior is the most important life-changing decision you can make, choosing the one with whom you will spend the rest of your life in marriage is incredibly significant. Now that you have chosen to commit yourselves to one another, we encourage you to make and keep Christ the center of your engagement, your marriage and your home.

At The Village Church (TVC), we are committed to working with you to see that your wedding places God at its center and is worshipful, memorable and personal. May God continue to bless you as you look to Him for guidance regarding this important event.

General Wedding Guidelines

Times available for weddings at TVC will vary depending on the church calendar and may be more difficult to accommodate during holiday seasons. You will want to reserve your date as soon as possible. The auditorium has a seating capacity of 250. The fellowship hall has a seating capacity of 50-75 people and is available for your reception.

All contractual details regarding your wedding will be handled by our Office Assistant, Susan Voyles. She will check for the date and time of your wedding. Reservation for the space in your name must be done at least 60 days before your wedding day and will be guaranteed upon receipt of a signed application and a deposit. Please make checks payable to The Village Church. The application and check should be turned in or mailed to Susan Voyles at 3621 Jodeco Road, Jonesboro, Georgia 30236. Your final charges are due 30 days before the wedding. Susan will assist in finding a Wedding Coordinator who will conduct your wedding rehearsal and will facilitate the ceremony on your wedding day.

The bride and her family will schedule all vendors. The person scheduling the wedding is liable for any damage to carpets, furniture, or the building so it is important that you carefully note the guidelines included herein and make sure that the vendors are so informed. TVC reserves the right to restrict the privileges of any outside vendor who violates the wedding policy of the church.

A bride's dressing room, as well as a groom's dressing room, will be provided; however, TVC assumes no responsibility for lost or stolen items.

A one-hour rehearsal will be scheduled some time the week preceding the wedding. It must begin and end on time and should include all members of the wedding party. The Wedding Coordinator will conduct the rehearsal. Please remember to give your marriage license to the Wedding Coordinator on the night of the rehearsal.

TVC Pastors will discuss and approve the wedding vows. It is the final decision of the Pastor to allow extra scripture reading, poems and etcetera to the wedding ceremony.

No alcoholic beverages or smoking is allowed in the building or on the church grounds. No one under the influence of alcohol or drugs will be allowed to participate in the rehearsal or wedding.

Flowers and Decorations

Florists will have access to the location of the wedding ceremony two hours before the wedding. When the ceremony is concluded and all photography completed, we ask that all areas be cleaned and all flowers and decorations be removed immediately. The church cannot store any wedding decorations nor is it responsible for any items left behind by vendors. Church furniture or decorations are not to be moved without prior approval.

No decoration of any kind is to be applied to wall, ceilings or glass. Florist wire, ribbon or pipe cleaners may be used when necessary but nails, staples and adhesives of any kind are not permitted.

No plain wax candles are to be used. Votive or drip-less candles may be used. Aisle candles are permitted in hurricane lamps only.

Music

Due to the sophisticated nature of the sound and lighting system in the auditorium, only a TVC technician can operate them. The Wedding Coordinator is responsible for booking a technician for your wedding ceremony.

The CD's and / or audio tapes must be turned into the Wedding Coordinator no later than 2 weeks prior to the ceremony to be pre-approved. After they are pre-approved, we will forward them to our Media Department to be used for your wedding ceremony. Only music that is suitable for a worship service may be used. Sacred, contemporary Christian, hymns and classical instrumental music are appropriate. Some secular wedding and love songs are permissible with approval.

The Wedding Coordinator can assist you in obtaining instrumentalists and vocalists for your wedding; however, all financial arrangements will be negotiated by you and are your responsibility. Vocalists and/or music are not a part of rehearsals unless prearranged.

Photography and Videography

The location chosen for the wedding and surrounding church grounds, when available, may be used for photographs immediately before and after the ceremony. Once the ceremony begins, the photographer should remain stationary to prevent any disruption to the ceremony. A videographer is available at your request for recording the ceremony. Alternatively, you may video with your personal camera. Video equipment should be positioned in fixed locations during the ceremony.

Premarital Counseling

It is required that all couples being married at The Village Church have at least two pre-marital counseling sessions with the pastor or associate pastor.

Reminders

The local church is called ‘the Bride of Christ’ and we ask that you treat it with reverence and respect. Members of the wedding party and guests must abide by the following guidelines, which will be strictly enforced by security. Any breach of these rules will result in the immediate removal of the wedding party and guests from the church campus.

- Use of inappropriate language is prohibited.
- Proper dress is required at the rehearsal and the wedding.
- The use of alcoholic beverages, tobacco, drugs, or items resembling such is strictly prohibited on the premises.
- Only birdseed may be thrown outside of the building.

Next Steps

If you want further information regarding weddings at The Village Church or if you want to check possible dates for your ceremony, contact Susan Voyles at 770-507-0373 or email her at susan@villagechurch.tv.

Wedding Charges

Items	Fees
Refundable Deposit (after clean-up inspection)	\$100
Church Rental	\$300
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