

10. Musical instruments and equipment on stage are not to be used without permission and shall be moved only by knowledgeable BCC personnel.

11. Food and drink are not permitted in the sanctuary.

As the responsible adult representative, I have read and fully understand these guidelines and will be present to see that all activities of the requested event will abide by the rules stated in this brochure. I agree to indemnify and hold the Church, its employees, officers, or members of the Church, harmless against any and all liability that may occur as a result of such use.

Signature: _____ ✂

Date: _____

Wedding Date Requested: _____

Name of Officiating Pastor: _____

For office use only:
Amount paid: _____
Date of payment: _____
Approved by: _____
Date: _____

Clean Up

The wedding fee covers the cost of the preparation of the stage and, following the ceremony, to prepare for church services. We do ask that anything you bring with you be removed once the ceremony is complete (i.e. rental equipment, utensils, boxes, etc.).

No rice may be thrown after the ceremony but birdseed, helium balloons, bubbles, etc. are allowed outside.

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Counseling

The Pastors will require pre-marital counseling (a minimum of four sessions with a qualified counselor or clergy.) These sessions may require the purchase of supplies or books that will be arranged through your counselor. We would be happy to refer you to a qualified counselor as long as you give that counselor permission to discuss your sessions with the pastor officiating your ceremony.

If someone other than the officiating Pastor provides your counseling, the officiating Pastor will not perform the wedding ceremony until he has received an acknowledgment from your counselor that you have completed the counseling as a couple satisfactorily.

We encourage you to start your counseling early enough so that your sessions may be completed at least two months before your wedding date. This allows sufficient time to deal with any issues that may arise in counseling.

Three Important Issues

The Pastor reserves the right to decline to perform the ceremony if he sees significant issues or has serious concerns regarding the viability of the potential marital union.

If an individual other than one of our church's ministers is desired to officiate the service, prior approval is required by the church staff. In this case, information regarding the Officiant's name, title, and credentials need to be supplied at the time that the wedding is scheduled and the deposit is paid.

By your intent to host your wedding at a church, this also communicates a desire to have God bless your marriage and a desire to be obedient to Him. If you are living together prior to your marriage, we urge you and may require one of you to relocate until the marriage ceremony takes place.

Bettendorf Christian Church
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Wedding Ceremonies

at the

Bettendorf Christian Church

“For this reason a man will leave his father and mother and be united to his wife, and they will become one flesh.”

Genesis 2:24

Marriage is a wondrous blessing from God. We are honored that you would consider exchanging your marriage vows here at the Bettendorf Christian Church. Here are a few things to help you as you make your plans for this special day of celebration.

Scheduling

We are happy to schedule weddings for members 12 months before the date of the ceremony. If you are not a member of our congregation, we will be able to schedule your wedding date no earlier than 10 months in advance. Please understand that you must participate in counseling with one of our ministers or an approved provider in order to be married at the Bettendorf Christian Church. Scheduling is on a first-come, first-serve basis and requires that the deposit be paid to secure your wedding date.

No wedding may begin after 2:00 PM on Saturday. It is essential that everything be completed and the church building vacated by 3:45 PM in order to prepare the sanctuary for our 6:00 PM Worship Service. The church facility can be opened by 8:00 AM on Saturday. You may also consider scheduling your wedding on a Friday evening when the time limitation is less restrictive.

You may ask any of our ordained Pastors to perform your ceremony. As their schedule permits, they will be happy to assist you. If your first choice is unable to perform the ceremony, we will be happy to suggest someone else. You must complete a building use form that can be obtained from the church office.

Wedding Coordinator

Our coordinator (Betty Pauley, 563-508-2234) will meet with you to discuss the needs for your ceremony and will arrange for the personnel that will enable your service to run smoothly.

Scheduling a Rehearsal Night

A typical time to schedule a wedding rehearsal is at 6:00 PM the night prior to the wedding date.

The Officiating Pastor will not assume to attend the rehearsal dinner unless he is specifically invited.

Your Ceremony

The Pastoral Staff will be happy to help you create a meaningful and memorable wedding. Should you decide to write your own ceremony, we will try to be accommodating. We do, however, reserve the right for final approval of arrangements (i.e. music lyrics, vows, etc.). If you desire a small ceremony (20 or less), please contact the church office for fee information.

Receptions

The Commons area may be reserved for receptions for Friday weddings. There will be an additional fee of \$100 to cover the expense of extra custodial service. Alcoholic beverages are not allowed in the building or outside grounds.

Honorariums/Fees

A \$200 fee for members, \$400 fee for non-members will be charged for the use of the facilities. This covers the expense of utilities, someone to run the sound, the coordinator who sets up for the wedding and custodial services. *This fee will be due in full when you reserve the sanctuary.* This will be refunded in full if we cancel the wedding and it will be prorated for actual expenses if the wedding couple cancels. The printing of wedding programs is not included in this fee.

An honorarium for the minister is not included in this fee.

Drums On Stage

The drum set(s) will be left on the stage because of the complexity and risk of damage in moving them. If interested, the church does offer trellises to hide the drums during weddings.

Music

The Wedding Coordinator will be happy to assist you in finding a keyboardist or soloist if you would like assistance. We have a wide selection of wedding music available on CD if you don't engage a keyboardist. The wedding couple is responsible for all musician(s) and singer(s) fees.

Pictures

All pictures for Saturday weddings must be taken before the ceremony. Minimal pictures can be taken after the ceremony because of the time needed to set up for evening Worship Service. All photography and clean up must be completed by 3:45 PM.

We request the photographer be finished in the sanctuary 30 minutes before the wedding so that guests may be seated and candles, runners, etc. may be prepared for the ceremony. Flash photography may be used until the bride arrives at the altar and after the benediction. Flash photography is prohibited during the ceremony proper.

Please understand the items listed below, sign, and return to the church with your wedding deposit.

1. All activities are restricted to the scheduled room(s) or areas.
2. No equipment or furniture is to be relocated from the pre-authorized area to another area of the church.
3. Nothing (posters, notices, signs, etc.) is to be pinned, screwed, nailed, taped or glued to the walls, doors or windows.
4. The person who made the facility reservations is responsible for clean up. All refuse is to be deposited in the dumpster. The room(s) shall be left clean, orderly and arranged as found.
5. Use of tobacco products is not permitted in the building and we discourage its use on the grounds as a whole.
6. Alcoholic beverages are not allowed in the building or outside grounds.
7. Users must take reasonable steps to ensure orderly behavior and respect for the building, property and equipment being used.
8. BCC is not liable for any personal injury or loss of valuables or personal property within the building or on its premises.
9. Any and all sound board and video equipment shall only be operated by trained BCC personnel.