



Wedding Policy

Procedures

1. The Bride & Groom obtain from the office or the Whitewater website a copy of the Wedding Policy and review it carefully.
2. The Bride & Groom set up a meeting with a Whitewater minister asking him to officiate at their wedding.
3. The Bride & Groom submit an application (pages 6 & 7); their date is “penciled in” if available and then a sit-down meeting is scheduled with the Wedding Coordinator.
4. The Bride & Groom meet with the Wedding Coordinator during which the following takes place:
 - a. Wedding policy is reviewed
 - b. Facility and resource availability, Minister’s role, and applicable costs/honorariums discussed
 - c. Contract examined and explained
 - d. Any questions/concerns are addressed as needed
 - e. If all are in agreement, the contract is filled out, a \$100 deposit is submitted and dates are permanently placed on the church calendar (for both wedding and rehearsal if applicable). The church retains the original copies of the Application and contract; copies are provided to the couple. The \$100 deposit is not refundable if the wedding is canceled.
5. The Bride & Groom sign up for the next available Building Blocks of a Great Marriage Seminar and schedule a time with the officiating minister to review the order of service for the wedding.
6. The Wedding Coordinator serves as the liaison between the church and the wedding couple and therefore will be the primary point of contact for all questions and concerns leading up to the wedding day.

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Expectations from the Leadership of Whitewater Crossing

At Whitewater, marriage is taken very seriously. The church wants to partner with couples to build strong, God-honoring marriage relationships. We hold marriage in high regard because God does in His Word, the Bible. We believe that marriage is a lifelong commitment exclusively between one man and one woman and we want to do our part in helping you start your lives together on the right track.

You do not have to have a preacher or a church to get legally married. However, when a couple requests use of a building that is dedicated to the Glory of God and the leadership of a Minister dedicated to the service of God, we assume that the couple is asking for the church's instruction and intercession for God's blessings on their efforts to build a Christian home in which Jesus is honored as Lord.

The following are the expectations for couples who desire to get married at Whitewater:

1. All couples must schedule an appointment with a Whitewater minister asking him to perform their wedding ceremony before they fill out the application or contact the wedding coordinator. The purpose of this appointment is for the couple to share about their lives and relationship and for the minister to gather any information he deems necessary before committing to officiate at the wedding. The decision to officiate or not at a wedding ceremony is at the sole discretion of the minister and their decision is final and binding on all other ministers employed at Whitewater.
2. All couples who are married at Whitewater Crossing Christian Church (WCCC) or married by a minister employed by WCCC are required to attend premarital counseling, currently being offered through a Building Blocks of a Great Marriage weekend seminar. If the couple cannot attend Building Blocks seminar, then they must make other arrangements for pre-marital counseling.
3. It is highly encouraged that couples who are getting married at Whitewater be active in attending weekend worship services. If the couple does not have a current church home, they are encouraged to attend and participate at Whitewater.
4. Based on our understanding of God's design for marriage as communicated in the Bible, couples who are sexually active with each other prior to the wedding are encouraged to abstain from sexual relations until after the wedding. It's not our desire to dampen your relationship together by this request. In fact, Whitewater and her leadership are committed to supporting and developing strong marriages and families that honor Christ and thereby experience the joy, intimacy, love and happiness that God desires for every home.

We believe these are healthy, Godly guidelines for the start of a great marriage.

Whitewater Crossing will not host in our facilities nor will one of the employed ministers of Whitewater perform wedding ceremonies or civil unions for homosexual couples.

The eldership of Whitewater Crossing Christian Church will ultimately make any decisions and have final say regarding any issues/questions or circumstances not covered by this policy.

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Facilities & Guidelines

Facilities

The following facilities are available to use for a wedding:

- Worship Center – seats up to 1,200 (which includes use of the Atrium)
- Room 182 – seats up to 90
- Café Area – seats up to 50
- 1 Bride/Bridesmaid Dressing Room connected to a bathroom
- 1 Groom/Groomsmen Dressing Room

Kitchen

No receptions are to occur at Whitewater Crossing. Kitchen refrigerators can be used on the day of the wedding to store necessary items. All items must be removed by the conclusion of the wedding. Any additional use of the Kitchen is to be discussed with the Wedding Coordinator.

Scheduling of a Wedding

Church functions and events have priority on our calendar; however, if the facilities requested are available, weddings may be held on any day of the week but, must begin no later than 6pm and the church completely cleaned and cleared out by 10pm. Saturday weddings must begin prior to noon and the facility cleared by 1:30p to allow adequate preparation time for the Saturday evening service.

In most cases, the facility will be available for decorating one day before the ceremony. Access to the church for decorating or any other wedding related happenings, needs to be arranged through the Wedding Coordinator. All specific scheduling will be confirmed with the Wedding Coordinator.

Stage/Sound/Lighting/Video

Limitations exist as to the staging for a wedding; details will be discussed with the Wedding Coordinator. Sound and video projection equipment are available, but can only be operated by trained members of the church's Worship Production Ministry. A sound tech will be available for a rehearsal and the ceremony; however video techs will only be available on the day of the ceremony unless special arrangements are made with the Wedding Coordinator. Sound and video techs will be paid according to the contract.

Decorating

As stated above, decorating can generally be done one day before the wedding. There may be no use of nails, screws, wires or tape on the furnishings or the building. In addition, all decorations need to be removed by the time agreed upon in the Contract.

Whitewater has various materials available for decorating and the Wedding Coordinator will be able to inform you of what is available as well as share ideas regarding decorating. If children accompany those who are decorating or in the church for any other reason, they **MUST** be supervised at all times.

Music/Pictures/Video

All music, picture slideshows, and/or videos desired to be used during the ceremony must be submitted to the Wedding Coordinator AT LEAST three weeks prior to the wedding.

Rehearsal

The rehearsal is a very important part of the wedding event. The Wedding Coordinator will direct the rehearsal. Much time and frustration can be saved when the bride and the Wedding Coordinator have discussed and planned everything in advance, enabling the Coordinator to take charge at the rehearsal. Changes in the ceremony will be discussed at the rehearsal between the bride and the Coordinator.

The officiating Minister may or may not be present at the rehearsal.

Additional Guidelines

Under no circumstances are alcoholic beverages allowed on Whitewater Church property (including the lawn and parking lot). It is the responsibility of the Groom and the Bride to make sure the wedding party as well as other guests understand and abide by this rule.

Smoking is NOT permitted anywhere inside the church building, but is allowed in the church parking lot. Smokers must dispose of their cigarette butts in a receptacle designed for them. No cigarette butts are to be left on church property.

No rooms, equipment or furniture can be used or moved without the approval of the Wedding Coordinator.

No open flame candles are to be used in the building except the ones used in Whitewater-owned candelabras.

Birdseed, rice, glitter and confetti are NOT allowed to be used inside or outside the building. The Wedding Coordinator must approve the use of any other material.

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Cost

The cost for a wedding at Whitewater is an all-inclusive package and is not an a la carte menu. Total cost for a wedding at Whitewater is \$800, which includes facility usage (either Worship Center or another large room, 2 dressing rooms and common areas), services of a wedding coordinator, sound technician, minister honorarium, custodial cleanup and pre-marital materials. If a Whitewater video technician is needed at the ceremony that is an additional \$75 charge.

A \$100 deposit is due with the Contract. The remaining balance must be paid to the Wedding Coordinator no later than 2 weeks prior to the ceremony. Checks can be made out to Whitewater Crossing Christian Church (WCCC)

The Honorarium for the officiating Minister can be given directly to the minister or included in payments to the Wedding Coordinator.