



Wedding Request Form

Congratulations on your upcoming wedding! Thank you for considering Federated Fellowship Church (FFC) as a part of your special day. We are committed to helping you prepare for your upcoming marriage. This form includes information on our policies related to marriage and conducting wedding ceremonies. We look forward to sharing this exciting time with you.

WEDDING OF: _____ **&** _____

REQUESTED CEREMONY DATE: _____ **CEREMONY TIME:** _____

REQUESTED REHEARSAL DATE: _____ **REHEARSAL TIME:** _____

DECORATING & SET UP TIME(S): _____

CEREMONY OFFICIANT: _____ **# OF GUESTS:** _____

ARE BRIDE AND/OR GROOM MEMBERS OF FFC?: ☐ YES ☐ NO

IF NO, WHAT LED YOU TO WANT TO USE FFC: _____

Marriage Policy Agreement

Please review and acknowledge below

At FFC, we believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Genesis 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

We believe the term "marriage" has only one meaning and recognize it as such: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We also believe in the union of "equally yoked" believers and that a believer should not marry an unbeliever (2 Cor 6:14-15). Federated Fellowship Church will only conduct a marriage ceremony between a biological man and a biological woman upon the completion of premarital counseling.

We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18; 7:2-5; Hebrews 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

Ultimately, we believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ

☐ I have read and understand FFC's marriage policy.

Additional Wedding and Building Use Guidelines

Premarital Counseling

As you consider the sacred covenant of marriage, one of the greatest ways to prepare is to participate in premarital counseling. This is a requirement for anyone desiring to have one of the FFC staff pastors officiate their ceremony. However, we still strongly encourage and are willing to support pre-marital counseling for ceremonies where there is a different officiant on a case-by-case basis.

Wedding Coordinator

A Wedding Coordinator will be provided for all weddings taking place at FFC. This service is included in the price of your wedding. When your wedding date has been confirmed, the Wedding Coordinator will contact you to finalize dates and times, and to review FFC wedding guidelines. They will direct the wedding rehearsal and ceremony and help execute the timeline on behalf of the church. They will also ensure the policies and standards of FFC are met and carried out throughout your entire event. They will not be available for coordinating photographers, caterers, or any of the vendors. You may also provide your own Wedding Coordinator if desired; however, the FFC Wedding Coordinator will be present and direct the proceedings in accordance with FFC wedding policies.

Time/Date Restrictions.

Weddings and Receptions must conclude by 8:00pm on Saturdays. Friday weddings along with weekday setups and rehearsals must conclude by 9:00pm.

Weddings and rehearsals may not be scheduled on Easter weekend, Memorial Day weekend, Independence Day (including weekend if applicable), Labor Day weekend, Thanksgiving weekend, Christmas Eve, Christmas Day, the day and week following Christmas, New Year's Eve and New Year's Day.

Music/Videos/Photographs

All music, videos and displayed photographs must be approved in advance by the FFC pastoral staff. Please submit these to the Wedding Coordinator. Live accompanist instruments, and musicians are your responsibility. The bride and groom are responsible for securing and paying for musicians. The use of church instruments must be approved by the Worship Director through your Wedding Coordinator.

Sound/AV Technicians

FFC approved Sound/AV Technicians are required to support your wedding ceremony. This service is included in the price of your wedding. The church sound system will not be available for use by an outside company for any reason. At no time will anyone not approved by FFC be permitted to enter the sound/video room.

Dressing Rooms

Dressing rooms are available for both the men and the ladies. We recommend the ladies have their hair and make-up done before they arrive at the church. It is your responsibility to ensure that all personal items are removed from the dressing areas after the wedding. The church is not responsible for lost or damaged personal items.

Alcohol

Alcohol and drugs are not permitted on church property. Please inform your wedding party. The authorities will be contacted to handle those who violate this policy.

Wedding Receptions

FFC facilities are available for simple receptions with meals. Dances will not be permitted with the exception of a first dance, father/daughter dance, and mother/son dance. Songs for these dances will be pre-approved per music guidelines. Any changeover of the worship center setup will be the responsibility of the wedding party. Otherwise, setup can be performed for an additional fee.

Miscellaneous Building Guidelines

The use of real candles is not permitted in the building. Battery powered flameless candle lights are allowed.

We ask that you do not throw rice or birdseed inside or outside of the building. Bubbles or balloons may be used outside of the building. Clean-up is the responsibility of the wedding party.

If you desire that the use flower petals in the ceremony, we request that they be silk or dried. Please, no fresh flower petals.

Abusive or foul language, violent behavior, and drug or alcohol abuse are strictly prohibited while using the church facilities. Any person exhibiting such behavior will be required to leave the premises.

☐ I have read and understand FFC's wedding and building use guidelines and agree to adhere to them.

PRICING

A 50% deposit is required to reserve your wedding ceremony on the FFC calendar. The remaining balance is due 15 days prior to the ceremony.

WEDDING REHEARSAL/CEREMONY: \$750

Includes the following:

- Rehearsal
- Ceremony
- Wedding Coordinator support
- Sound/AV Technicians
- Custodial Services
- Use of chairs and tables

WEDDING RECEPTION FEES (Please check all that apply):

- | | |
|--|----------------------|
| ☐ Building Use for Reception: | \$250 |
| ☐ Ceremony Setup (completed prior to ceremony): | \$75 |
| ☐ Table Cloths: # _____ | \$3 per cloth |

TOTAL COST: _____

RENTER'S NAME: _____

RENTER'S SIGNATURE: _____

RENTER'S E-MAIL: _____

RENTER'S PHONE #: _____

For Office Use:	
_____ Signature of FFC Staff Member	
Approved:	☐ Yes ☐ No Date: _____