



COVENANT PRESBYTERIAN CHURCH

2070 Ridgecliff Road, Columbus, OH 43221

614-451-6677; www.covenantpcusa.org

E-mail: jkpratt87@gmail.com & jenniferstephens@covenantpcusa.org

See all information, required forms, payment options on our web site: www.covenantpcusa.org. Look under About-Forms- Planning a Wedding - Wedding Application - Wedding Fees: Services & Facilities

YOUR WEDDING AT COVENANT

We welcome the opportunity to be part of your special day. Please start by submitting a "Planning a Wedding" form from our web site or contact the church office regarding the availability of dates for your wedding and rehearsal. The wedding date will be placed on the church calendar after the completed Wedding Application and the deposit check are received at the church office. Note that weddings are not performed on Christmas Eve, Christmas Day, Palm Sunday through Easter, or recognized legal holidays. Weddings may be scheduled at any reasonable hour in the morning, afternoon, or early evening, except on Sundays when weddings would be held later in the afternoon or evening. The Covenant Wedding Coordinator will contact you to assist in planning and coordinating your wedding, rehearsal, officiant, flowers, photographer/videographer, candles, music, etc.

OBTAINING A MARRIAGE LICENSE

Weddings cannot be performed without a valid marriage license in the Pastor's possession. You may obtain your marriage license at the County Courthouse, 373 South High Street, 23rd Floor. The license is valid for 60 days. For more information see the Franklin County Probate Court website:
franklincountyohio.gov/probate/departments/marriage.cfm

FACILITIES

Please come look at our facilities to make sure they fit your needs. Either the Sanctuary (seating 250) or the Chapel (seating 50) is available. Dressing areas for Partner 1 and attendants as well as for Partner 2 and attendants are provided.

GOOD TO KNOW

Alcoholic beverages, smoking, or throwing of rice, balloons, birdseed, or confetti are not permitted. All wedding activities (including receptions) must conclude no later than 10:00pm in order for the custodian to prepare the building for the next day's events and activities. All weddings conducted at Covenant Presbyterian Church will be in accordance with the policies and basic theology of the Covenant Presbyterian Church and the Presbyterian Church [U.S.A.]



Wedding Fees

Rooms	\$0* (member); \$300 (non-member)
Coordinator	\$300
Custodian**	\$125
Officiating Pastor	\$400
Organist/Pianist	\$300
Covenant Soloist (if requested)	\$250 (includes 1 rehearsal)
Pew candles (optional)	\$150
Media Coordinator***	\$200

*For the member rate, Partner 1 or Partner 2 will ordinarily have been a member of Covenant for at least one year prior to the wedding date.

**Includes unlock and lock up, sanctuary sound system, set up, tear down, clean up

***Includes livestream, YouTube, sound production, and slides if needed

- A deposit of \$725 (see bolded fees) is due at the time the wedding is placed on the church calendar. The deposit is refundable up to 30 days before the wedding date (less \$50, consulting fee for Coordinator).
- All fees are due no later than 6 weeks before the wedding. A check for all applicable costs should be made payable to "Covenant Presbyterian Church."

