

_____	_____
WEDDING DATE	TIME
_____	_____
REHEARSAL DATE	TIME
_____	_____
Last Names of Bride & Groom	Today's Date

BRIDE

_____	_____
Bride's Full Name	Home Phone
_____	_____
Address	Work Phone
_____	_____
email address	Cell Phone
Are you a church member? YES NO	_____
	Name of church (if not Central Christian)
Single Divorced Widowed	_____
	Maiden Name (if divorced or widowed)
Age _____	Date of Birth _____
Father's Full Name _____	Living Deceased
Mother's Full Name _____	Living Deceased

GROOM

_____	_____
Groom's Full Name	Home Phone
_____	_____
Address	Work Phone
_____	_____
email address	Cell Phone
Are you a church member? YES NO	_____
	Name of church (if not Central Christian)
Single Divorced Widowed	
Age _____	Date of Birth _____
Father's Full Name _____	Living Deceased
Mother's Full Name _____	Living Deceased

FEES

Category	Sanctuary	Fellowship Hall	Education Building	Parlor	Pew Candles	Gathering Room
Members	\$100.00	\$75.00	\$40.00	\$15.00	\$15.00	\$50.00
Non-Members	\$375.00	\$150.00	\$150.00	\$50.00	\$35.00	\$100.00

Plus the following fees as applicable:

Janitorial Fee:

- ▶ Members and Non-Members: \$50.00 per event
- ▶ Members may waive the Janitorial Fee for the Gathering Room and/or Fellowship Hall if the following cleaning tasks are completed:
 - Sweep floors
 - Wash dishes
 - Wipe off table clothes
 - Put tables and chairs back in original configuration or storage

Music Fee (Esther, Piano/Organ):

- ▶ Members: \$100.00 (Suggested)
- ▶ Non-Members: \$100.00

Minister's Fee:

- ▶ Members: \$50.00 (Suggested)
- ▶ Non-Members: \$100.00

Wedding Coordinator Fee:

- ▶ Member and Non-Member: \$50.00

Janitorial, Music, Wedding Coordinator and Minister's Fee are in addition to (on top of) building use fees.

TOTAL FEES: _____

To be paid at least seven days before the wedding

Definitions and Other Conditions of Use

The Education Building is defined as follows:

- ▶ 1st floor kitchen
- ▶ 1st floor dining room, including living room

Non-profit organizations, such as the Cub Scouts, Brownies, etc., will not be charged a building use fee.

Civic clubs will not be charged a building use fee if a Central Christian Church (CCC) member is a club officer.

Another church, non-regularly scheduled non-profit organization or benefit auction that wishes to use the churches' facilities may have the building use fees waived at the minister's discretion.

The church facilities shall be reserved with the church staff, during normal church hours. The person(s) renting the church facility shall sign the Facilities Fee Agreement and put a deposit down on the facility within one (1) week of reserving the church facility. Church facilities shall be reserved on a first come – first serve basis, unless an unexpected event occurs or a room is double-booked, at which point the church facilities shall be reserved based on the following priority list:

- 1) Wedding Rehearsal/Wedding Ceremony/Wedding Reception
- 2) Funeral (Member)
- 3) Funeral (Non-Member)
- 4) Regular users of the church facilities (Cub Scouts, GA, etc.)
- 5) Meetings involving church members for church (CCC) functions (CWF, Disciples/Book Studies, etc.)
- 6) Meetings of organizations with a church member as an officer
- 7) Meetings of non-church members for non-church (CCC) related functions

The priority list shall apply to conflicts between large events that utilize a majority of the church building and/or parking lot.

Large events (weddings, funerals, potlucks, etc.) which require the minister and/or music shall be limited to one event per day.

The minimum time between the end of one small event and the beginning the next small event held during the same day shall be two hours to allow for janitorial and cleaning services to be performed.

Either the CCC minister or his/her designee must have a participating role in the wedding ceremony or one of the persons getting married must have an affiliation with Central Christian Church.

Those who get married during the Easter or Advent seasons must accept the decorations of the church as is.

Rectangular tables and steel chairs may be used by members off-site (outside of the church property) at no charge. Non-members may not use rectangular tables and steel chairs off-site. Round tables and plastic chairs may not be used off-site.

Signed on behalf of wedding party

Date

Signed on behalf of Central Christian Church

Date

PAYMENT HISTORY:

Date	Check/Cash	Amount	Still Due

- Copies to:
Wedding Party
Wedding Coordinator
Minister
Musician
Janitor