

# Valley Community Baptist Church Wedding Planning Agreement

Date \_\_\_\_\_

Bride's Name \_\_\_\_\_

Groom's Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

Rehearsal	Wedding
Date of Rehearsal: _____	Date of wedding: _____
Time: From _____ To _____	Time: From _____ To _____
Rehearsal Location _____	Wedding Location _____
	Reception Location _____

Requested Officiating Pastor: \_\_\_\_\_

Note: The church must be vacated by 2 p.m. on Saturdays.

Arrangements	
Would you like use of Valley's Sound System?	Y/N
Would you like your wedding date on Valley's Web Calendar?	Y/N

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**For Office Use Only:**

Pastors	Name	Phone
Premarital Mentor(s)		
Confirmed Officiating Pastor		
Assigned Wedding Advisor		

Met with Marriage Ministry Pastor: \_\_\_\_\_ Date: \_\_\_\_\_

Signed Engagement Covenant: \_\_\_\_\_ Date: \_\_\_\_\_

Completed Prepare-Enrich Online Profile: \_\_\_\_\_ Date: \_\_\_\_\_

Marriage Ministry Pastor Signature \_\_\_\_\_

Valley Senior Pastor Signature \_\_\_\_\_

Member/ Regular Attender/ Immediate Family Member? Yes\_\_ No\_\_

Date Received _____	EMS Reservation # _____
Entered on Calendar _____	Entered on Web site _____
Deposit Received \$ _____ Date: _____	Received Wedding Guide: _____

## THE ENGAGEMENT COVENANT

Believing that marriage is a holy and sacred gift from God between a man and woman (Genesis 1:27), it is our desire that couples approach marriage according to biblical standards and in a way that is pleasing to God. In this regard, Pastors reserve the right to decline officiating a wedding if couples do not agree with the “engagement covenant” which includes the following:

1. A Covenant of Belief – Believing that God has intended Christians to marry only Christians, we require that both bride and groom individually come to an understanding and acceptance of Christ’s sacrificial death, and that commitment to our Lord and Savior Jesus Christ be made evident. (II Corinthians 6:14-16; Romans 10:9-10)
2. A Covenant of Purity – Believing that the sexual relationship has been designed and intended for marriage, we ask that you agree to abstain from any sexual relationship until after the wedding. Furthermore, believing that living arrangements that include cohabitation prior to the wedding is a compromise of your Christian witness, we ask that you agree to maintain separate living arrangements until after the wedding.  
(I Corinthians 6:9-11; I Corinthians 8:1-3)
3. A Covenant of Faithfulness – Believing that the Church is God’s greenhouse to grow strong marriages, we ask that you find a place of involvement in His Church, the Body of Christ, and pursue a lifestyle of faithfulness to your church family.  
(Hebrews 10:19-25)

I have reviewed the Engagement Covenant above and agree to abide by the terms set forth.

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Bride’s Signature

Date

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Groom’s Signature

Date

## Fees for Member/Regular Attender

### Wedding at Valley:

Use of Sanctuary	-----	
Wedding Advisor	\$175	
Wedding Coordinator	\$25	
Premise Keeper Services	\$125	
Sound Engineer @ wedding	\$75	Sound Engineer is from an approved VCBC list. Includes: 1 hour rehearsal time, 2 hours wedding time; any additional time billed at \$30.00/ hr)

### Clergy

Donation to be determined and paid directly to pastor at the discretion of the pastor/family.

### Organist/pianist/soloist

These are contracted by the wedding party from an approved list and paid directly to the musician(s).

### Reception at Valley:

Fellowship Hall		NC (Normal table/chair set-up)
Fellowship Hall Kitchen		\$25/hour
Kitchen Coordinator		\$15/hour if not catered* by professional company
Kitchen Coordinator		\$25 one time fee if catered by professional company
Sound Engineer		\$10 (set-up only) 1 microphone and CD player
Wedding Advisor		\$20/hour with four-hour minimum

**\*Valley does not provide catering services. Please discuss the details of your specific event with your Wedding Advisor.**

### Offsite Wedding with a Valley Pastor:

Wedding Coordinator \$25  
 (Coordinator acts solely as the contact person between the wedding party and the pastor leading up to the wedding. Some pastors require a wedding advisor on site. This would incur an additional fee for on-site advising and travel expenses. All fees for an off-site wedding are negotiable depending upon the specific details of your event. Please discuss the details of your specific event with the Wedding Coordinator.

**Additional information**

- All fees are set by the church and are due no later than two months prior to the wedding date. Make checks payable to VCBC and send to:

Walter Berry, Facility Manager  
Valley Community Baptist Church  
590 West Avon Rd.  
Avon, CT 06001

- The clergy donation is payable directly to the officiating pastor.
- Fees for musicians are paid directly to the musicians.
- Wedding Advisor fees are for consultation, rehearsal time and wedding day only for the interests of the church. They are not wedding planners. Wedding day services include standard decorations for the sanctuary. Reception services include only basic table and chair set-ups. Please discuss further details with the Wedding Advisor.

I have reviewed the fees above and agree to pay the fees required for a member/ regular attender.

\_\_\_\_\_  
Bride's Signature

\_\_\_\_\_  
date

\_\_\_\_\_  
Groom's Signature

\_\_\_\_\_  
date

## Church Policy on Weddings

We believe that marriage was instituted by God and therefore is subject to the guidelines of Scripture. We believe that the marriage relationship is to be modeled after the relationship between Christ and the church (Ephesians 5:22-28).

### Principles guiding marriage in the church:

- All couples are to take the Prepare-Enrich online premarital inventory.
- All couples are to participate in an initial meeting with the Pastor of Marriage and Family and then a number of pre-marital mentoring sessions with a marriage mentor couple from VCBC. This process can take up to 4-6 months. All couples will participate in follow-up sessions with the marriage mentor couple through the first year of marriage.
- Marriages may be performed when both individuals are Christians.
- Marriages may not be performed when one individual is a non-Christian and the other individual is a Christian (II Corinthians 6:14).
- The Senior Pastor at Valley must approve any wedding to be performed at Valley.
- The ceremony itself falls under the jurisdiction of a Pastor at Valley or another clergyman approved by the Senior Pastor or the Board of Elders.

### Divorce and Remarriage:

#### Checklist for Divorced Individuals Seeking Marriage at VCBC

We, the Valley Community Baptist Church (VCBC), believe that marriage was instituted by God and not humans, and therefore is subject to the guidelines of Scripture. We believe that God's desire for marriage is that it be a committed relationship to be terminated only by the death of one of the spouses (Genesis 2:18; Matthew 19:1-9). We also believe that the marriage relationship is to be modeled after the relationship between Christ and the church (Ephesians 5:22-28).

Although the Bible teaches the permanence and commitment of marriage, the sin of our first parents has marred the principle. In Deuteronomy 24 and Matthew 19:8, we read that it was because human hearts were hardened that Moses allowed divorce. While we at VCBC believe in extending grace toward the divorced and we support them in their process of grief, healing, and forgiveness, we honor Scripture and its conditions under which the divorced may remarry.

Remarriage by the pastor is permissible if and only if you satisfy particular requirements based on Scripture. Please check any and all those that apply to your marriage that ended in divorce:

\_\_\_\_\_ 1. I was married and divorced before I was saved (confessed to the Lord that I am a sinner and believed in and accepted Jesus as my Lord and personal Savior).

(II Corinthians 5:17)

\_\_\_\_\_ 2. My mate was guilty of sexual immorality and did not repent and live faithfully with me. (Matthew 19:9)

\_\_\_\_\_ 3. My mate physically deserted me (e.g., physically moved out of the home).  
(I Corinthians 7:15)

\_\_\_\_\_ 4. My mate was the one who filed for the divorce.

Please check the following statement that describes you and your future spouse:

\_\_\_\_\_ 5. I am not a Christian nor is my future spouse.

\_\_\_\_\_ 6. I am a Christian and so is my future spouse (this church believes a Christian is one who has confessed to God that she/he is a sinner and believes in and accepts Jesus as her/his personal Lord and Savior).

\_\_\_\_\_ 7. One of us is a Christian and the other is a non-Christian. (II Corinthians 6:14)

Please indicate whether you would be willing to agree to the following:

\_\_\_\_\_ 8. I agree to complete the entire VCBC premarital counseling process.

\_\_\_\_\_ 9. I agree to follow the guidelines for weddings at VCBC.

### General Policies

- All weddings and receptions must vacate the building by 2 p.m. on Saturday.
- Wedding receptions must vacate the kitchen by 12 p.m. on Saturday.
- All wedding reception requests must be approved by Valley's Facility Manager.
- The facility will be available for weddings for members and regular attendees of the church, including immediate family members.
- Music for a church wedding and reception must be approved by the Director of Worship Arts.
- No smoking is allowed in the church facility at any time. The throwing of rice or other items is not permitted, but bubbles are an appropriate substitution. No alcoholic beverages may be served at any time. No animals are permitted in the church facility (excluding working dogs). The ushers will be responsible for informing the guests of these rules and regulations before and after the service and reception. All members of the wedding party should be informed of these rules and regulations.
- All weddings performed in the church facility must use the Wedding Advisor provided by the church. The wedding advisor oversees and coordinates all operational aspects of the ceremony and rehearsal.

I have received, read and agree to abide by the policies and procedures stated above.

Bride's initials \_\_\_\_\_ Groom's initials \_\_\_\_\_