



## Wedding Guidelines and Fees

### **First Congregational Church of Chelsea**

(United Church of Christ)

121 East Middle Street

Chelsea, MI 48118

(734) 475-1844

[www.chelseafcc.com](http://www.chelseafcc.com)

e-mail: [fchurch@provide.net](mailto:fchurch@provide.net)

Please make an appointment with the minister for an interview and planning session at least 3 to 6 months before the proposed wedding date. It may not be possible to schedule a wedding with less than 8 weeks notice.

Since a wedding ceremony in the church is a service of worship, the following guidelines must be followed:

- 1) Music selections should be appropriate to an atmosphere of worship. It is the prerogative of the church's music minister to play the organ or piano for the wedding. Certain other instrumental music is acceptable, providing the arrangements and selections are approved by the minister.
- 2) Flash pictures may not be taken during the ceremony. All photographers should secure permission and instructions from the minister prior to the ceremony. Professional photographers are asked to remain in the rear of the sanctuary only during the ceremony.
- 3) No smoking or drinking of alcoholic beverages on church premises. All bridal party members and guests should be informed of this regulation.
- 4) Aisle runners are not permitted. Our aisles are carpeted and sloped, so runners have proven to be a hazard.
- 5) Candles – The two large altar candles and the free-standing Christ candle must remain. If you desire to add candles of your own on the altar, such as a unity candle, please consult the wedding coordinator. We can offer our 2 free-standing candelabras that hold 7 tapers each, which are supplied by the church.
- 6) Programs, bulletins or any printed matter are the responsibility of the bride and groom.

#### **FEES:**

<b>Organist</b>	<b>\$ 200</b> (extra fees will apply for rehearsals with soloists)
<b>Wedding Coordinator/Custodian</b>	<b>150</b>
<b>Pastor</b>	<b>300</b> (includes premarital counseling, rehearsal and ceremony)
<b>Building Usage, non-members</b>	<b>300</b> (\$100 for active members and children of active members)
<b>Total</b>	<b>\$ 950</b>

**A reservation deposit of \$300 is due to hold your date.** This deposit will be applied toward your total fees. The deposit will be returned if written notice of cancellation is given at least two weeks prior to the scheduled date for the wedding.

The remaining balance is due in the church office two weeks prior to the ceremony. Please make all checks payable to First Congregational Church of Chelsea.

I (We) have read the guidelines and policies for weddings at First Congregational Church of Chelsea and agree to the fees as marked above.

Signature (s) \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

# WEDDING APPLICATION

## First Congregational Church of Chelsea (UCC)

121 East Middle Street  
Chelsea, Michigan 48118

To the Prospective Bride and Groom:

We are pleased you have chosen our church for your wedding. The celebration of marriage is one of the most joyful occasions held in our church. Congratulations! To reserve your preferred date, please enter your names and addresses along with the wedding date and time and return this form with your deposit. *Other items will be filled in as the wedding date approaches.*

Bride's Full Name \_\_\_\_\_  
 Street Address \_\_\_\_\_  
 City/State \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email Address \_\_\_\_\_

Groom's Full Name \_\_\_\_\_  
 Street Address \_\_\_\_\_  
 City/State \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email Address \_\_\_\_\_

REHEARSAL		WEDDING	
Day		Day	
Date/Time		Date	
Place		Place	

Best Man: \_\_\_\_\_  
*Name* *Phone*

:

Maid/Matron of Honor \_\_\_\_\_  
*Name* *Phone*

Groomsmen: \_\_\_\_\_ Bridesmaids: \_\_\_\_\_ Guests expected: \_\_\_\_\_  
Number Number Number

Florist: \_\_\_\_\_  
Name Address Phone

Photographer: \_\_\_\_\_  
Name Address Phone

Reception: \_\_\_\_\_  
Place Address Phone

Clergy (if not our minister) \_\_\_\_\_  
Name Phone

Musician(s) (if not our organist) \_\_\_\_\_  
Name Phone