

SIERRA BIBLE CHURCH WEDDING POLICY

Sierra Bible Church is available for weddings of both members and non-members. If requested, a Wedding Coordinator is provided by Sierra Bible Church to help in the planning of, as well as, the actual wedding itself. The scheduling of weddings, as well as the use of Sierra Bible Church facilities, must be cleared through the Administrator. Also, if a Staff Pastor is to perform the ceremony, they must be consulted well in advance, allowing time for pre-marital counseling sessions to be scheduled. Ceremonies may be performed in the church by other ministers with the approval of the Senior Pastor of Sierra Bible Church.

Weddings should be scheduled at least six months in advance, and the date re-confirmed two months in advance. Members of Sierra Bible Church have priority as to choosing dates and will not be charged for use of the church facilities and support personnel. A fee schedule is available upon request. The church is also available for wedding receptions. Wedding receptions are held in Rae Hall and must be scheduled at the time the wedding is scheduled.

The Wedding Coordinator, if requested, is available to assist in all phases of the wedding, from flowers and décor, to the procession and seating. Though the wedding ceremony belongs to the bride and the groom, it is the goal of Sierra Bible Church to make it a pleasant, precious and lasting memory through the coming years. It is not the coordinator's job to dictate, but to guide the parties down a path that will make their wedding as memorable and care-free as possible.

**SCHEDULE OF
WEDDING FEES AND CHARGES**

FOR NON-MEMBERS

PREPAID FEES AND CHARGES. The following fees and charges shall be paid in full before your reservation can be confirmed on the church calendar. Checks should be payable to Sierra Bible Church.

Wedding and Reception

Use of Sanctuary	\$200.00
Use of Sanctuary and Rae Hall	\$300.00

<u>Wedding Coordinator</u>	\$100.00
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Custodial Fees

Sanctuary Only	\$100.00
Sanctuary and Rae Hall	\$200.00

For weddings scheduled after 5:00 p.m.
on Saturday.....Add \$200.00

Sound and Video Equipment

(Available only if operated by SBC Technician) \$ 50.00

The church office hours are 9:00 a.m. to 12:00 noon and 1:00 p.m. to 4:00 p.m. Tuesday through Friday. The telephone number of the church office is (530) 587-6025. Please call for an appointment when returning your Wedding Reservation Application.

Honorariums for the officiating clergy and musicians are customary. The amount is left up to the groom and bridal party.

WEDDING RESERVATION APPLICATION

Name of Bride _____ Home Phone _____
Address _____ Work Phone _____
City _____ State _____ Zip Code _____

PERSON SUBMITTING APPLICATION

Name _____ Home Phone _____
Address _____ Work Phone _____
City _____ State _____ Zip Code _____
E-mail _____

Is either a member of Sierra Bible Church Bride ___ Yes Groom ___ Yes
Are the parents of Bride or Groom
 members of Sierra Bible Church Bride ___ Yes Groom ___ Yes

PLEASE RESERVE THE FOLLOWING

_____ Sanctuary Only
_____ Sanctuary and Rae Hall (kitchen included)

Wedding Date _____ Time of Day _____

Rehearsal Date _____ Time of Day _____

Minister _____ Church _____

Please return your Wedding Reservation Application to the church office at your earliest convenience. CONFIRMATION OF YOUR WEDDING DATE CANNOT BE MADE PRIOR TO THE RECEIPT OF THE ABOVE INFORMATION AND PAYMENT OF FEES AS SET FORTH IN THE SCHEDULE OF WEDDING FEES AND CHARGES.

We have read and agree to comply with the attached Wedding Policy rules and regulations for the usage of Sierra Bible Church, for our wedding and reception.

_____ (Bride) _____ (Groom) _____ (Date)

Cancellation Notice

By _____ Date _____ Refund \$ _____
(Applicant Only)