



Village on Mission Wedding Policy

Congratulations on your engagement and upcoming wedding! Thank you for considering Village Presbyterian Church as part of your plans. Your wedding is the celebration of your love and commitment to each other, and the beginning of a lifetime of partnership and faithfulness. We believe that love does not occur by accident but is the culmination of the Spirit's work in and through you all the days of your lives. We want your wedding day to be a celebration of God's creation of that love, and the foundation for a lifelong, happy marriage. At Village Church, we want to serve you throughout your wedding, and in all the journeys of life ahead.

Theology of the Wedding

At Village Church, weddings are first and foremost services of worship, where God is praised, and love is celebrated. The scripture says, "God is love, and those who abide in love abide in God, and God abides in them." Our faith teaches us that love is a holy gift, and to celebrate that love is a good and faithful practice. The love of God is most clearly experienced in and through love for one another. The occasion of marriage then, is a unique, holy time for that love to be displayed and celebrated.

We define marriage as being between "two people." That means our clergy and our sanctuary are open to all relationships.

Details & Logistics

Scheduling

To inquire about church availability, visit <https://www.villagepresya.org/weddings> or email our coordinator directly at weddings@villagepres.org. Our scheduling coordinator will be in touch with you soon about availability and pastoral personnel. Once a date and Pastor has been agreed upon, a nonrefundable scheduling fee (\$250 for church members, \$500 for non-members) is due to the church within two weeks to hold your spot.

Pre-Marital Counseling

Because we want to support couples not only on their wedding day but also in marriage, we offer a pre-marital class for any couple seeking pre-marital counseling. This class is required for couples being married at Village Church. It is offered twice a year, fall and spring. Sign up through our site <https://www.villagepresya.org/marriage-class>.

The Use of Village Church

Unlike some spaces, Village is not a wedding event space, but rather the place the Village family gathers for worship. Whether you are a part of that family or a guest, we are pleased to share this sacred space with you. We ask that you respect this space for our church family as you would for your own. We provide the following requests and guidelines that will maximize the experience of your wedding, while also respecting our sacred space.

- Village Church worship spaces are used for the ongoing worship of the Village family. Therefore, various liturgical furniture, art, and worship aids will be present during your wedding. These include worship furniture (pulpit, Communion Table, font, etc) as well as seasonal banners, or other worship arts and décor. ***These elements are not to be removed for weddings.***

Facility Options

There are several rooms at the church that are available for your wedding. The fee for your wedding will vary depending on where you decide to hold the ceremony (in the sanctuary or in the chapel). See the Fees section at the end of this policy for more information.

- Sanctuary (seats 700+)
- Chapel (seats 75)
- Two rooms for wedding party preparation
- Welcome Center

Wedding Rehearsal

The rehearsal is typically scheduled for the evening prior to your wedding ceremony and will take no longer than ninety minutes.

Wedding Day

The church spaces will be open to you beginning three and a half hours prior to your ceremony (for delivery and set up of flowers and other decorations, taking photographs, musician warm-up, etc.) We ask that you limit the total time you are in the church to five and a half hours on the day of the wedding. Please have all personal items removed by this time.

Decorations

You are welcome to provide flowers and other decorations for your wedding ceremony. Please abide by the following policies:

- Anything attached to the pews should be tied or hung. Refrain from tacks or tape that may deface the pews.
- Floral arrangements are best placed on flower stands, not on worship furniture (Communion Table, etc). Please use flower containers that do not leak.
- The Communion Table can accommodate Unity or Memorial Candles. Please use dripless candles.
- If flower petals are used for the processional, please use artificial petals. Real flower petals can be used outside the church for the couple's send-off. We ask that you do not use rice or seed or other items that would require cleaning.
- Alcohol or other controlled substances are not allowed on church property.

Worship Aids

Village Church offers the following for your use:

- Two seven-branch brass candelabras with oil candles
- Twelve large glass hurricanes for windows (couple provides candles – 6” high by 3.5” diameter - any color)
- Kneeling bench for the couple
- A podium and/or skirted table for guest book, programs, pictures, etc, that are provided by the couple
- White and gold wedding paraments for pulpit and lectern

Photography/Videography

We strive for visual recording of your ceremony to be done in a way that does not distract from the experience of your guests in the sanctuary, or those who may be joining you on-line. The following requirements need to be shared with photographers/videographers.

- We welcome you to take pictures before or after your ceremony, but during the ceremony, we ask your photographer/videographer not to distract. Processional photos are best taken from behind the guests. Once the pastor begins to speak, their work should be done from behind the guests or from the balcony. We ask that several pews be kept between photographers and guest, so that noise is not a distraction. Additional views can be taken from side doors, as long as photographers/videographers remain out of sight from the guests.
- Unmanned camera set up in the chancel is allowed as long as it is hidden to the satisfaction of the Village wedding staff.
- We make a recording of every service that happens in our sanctuary, and will give a copy to the wedding couple.

Village Wedding Staff

The following staff will participate in the planning and carrying out of your wedding:

Village Pastors – A Village pastor will officiate and help plan your order of service. If you have outside clergy you wish to participate in the service, they are welcome to share in the ceremony leadership with a Village pastor at our pastoral staff’s discretion.

Scheduling Coordinator – The scheduling coordinator will be your initial point of contact and is available during regular business hours.

Wedding Coordinator – After the initial logistics are handled, a Village wedding coordinator will be secured for your rehearsal and wedding day and our scheduling coordinator will put you in touch with them. You will need to schedule a meeting with them to cover the logistics of your service. The wedding coordinator and pastor will lead you through your rehearsal and the service itself. Outside coordinators are not necessary, but are welcome to work alongside a Village wedding coordinator.

Musicians – The Principal Organist will play for your wedding and plan your wedding music with you. Outside musicians are welcome to participate, but the planning of all music must still occur in coordination with the Principal Organist. See the Wedding Music Policy for more guidelines about music.

Audio/Visual Engineers - These technicians will provide microphones as necessary for your ceremony. They will also video record the service and can live-stream your ceremony if needed.

Fees

The fee for use of either the chapel or sanctuary includes building use and payments for the wedding coordinator, marriage class, pastor, organist, sound engineer, and custodial services.

Members

Scheduling Fee	\$250	Due within 2 weeks of securing a date
Damage Deposit	\$300	Due 30 days prior to ceremony
Chapel	\$800	Due 30 days prior to ceremony
Sanctuary	\$950	Due 30 days prior to ceremony

- Total for Chapel use – \$1,050
- Total for Sanctuary use – \$1,200

Non-members

Scheduling Fee	\$500	Due within 2 weeks of securing a date
Damage Deposit	\$300	Due 30 days prior to ceremony
Chapel	\$1000	Due 30 days prior to ceremony
Sanctuary	\$1400	Due 30 days prior to ceremony

- Total for Chapel use – \$1,560
- Total for Sanctuary use – \$1,900

Marriage License

Check joco.gov for the latest information on obtaining your marriage license. Marriage licenses are valid for 6 months, so get it early! ***Bring the entire packet to your wedding rehearsal.***