

# **Horizons Community Church**

## Planning Your Wedding at Horizons Community Church:

Congratulations to both of you on having made one of the most significant decisions of your lives! While we believe making Jesus Christ your Lord and Savior is the most important life-changing decision you can make, choosing the one with whom you will spend the rest of your life in the sacred covenant of marriage is incredibly significant. Now that you have chosen to commit yourselves to one another, we encourage you to make and keep Christ the center of your engagement, your marriage and your home.

Weddings are an important, exciting time! People instinctively turn to the church when they get married because they are already convinced that marriage was God's idea from the very beginning (Genesis 2:22-24). Having a wedding in a church building will not make a couple any more married in God's eyes. But it is fitting for believers to marry in a building designed for worship because they recognize the need for God's blessing and help. A marriage ceremony is not just two people giving their lives to each other, but is a service in which both the bride and groom come before God as worshipers. It is our expectation that both partners in marriage have made a personal commitment to Jesus Christ as their Lord. In Rom. 10:9 Paul puts it plainly, "...if you confess with your mouth, "Jesus is Lord," and believe in your heart that God raised him from the dead, you will be saved."

It is our desire that your marriage is the happiest relationship possible, and that it be all God intended it to be. Planning a wedding, one of life's most memorable events, is challenging, and we try to make it less so with the information given below.

## REQUIREMENTS

1. At least one of the partners being united must be a regular attender of the church. Possible exceptions would be children of members away at school or the military.
2. Both must meet with the pastor marrying them and conduct a six session marriage preparation class called "Preparing for Marriage." The marriage license fee of the state can be reduced if a couple completes 12 hours of pre-marriage counseling. Check with your local authority for exact amounts.
3. Couples must remain celibate and not be living together prior to the wedding. The minister will not perform the ceremony if the couple is living at the same address.
4. The couple is responsible to arrange the wedding coordinator, music, singers, and technical people. Your choices must be submitted to the Church for approval. See possible list of people at the end of this document.
5. No smoking or alcoholic beverages are allowed in the church or on church property.
6. The marriage license should be secured and given to the minister at the rehearsal. The rehearsal is to be scheduled during the week of the wedding, and should include all members of the wedding party.
7. Guests may not throw rice, birdseed, or any other items inside the building. Anything thrown outside is to be cleaned up.
8. All receptions must be completed by 10:00PM. This will allow the custodial staff ample time to restore the facility to its original state. During the reception one custodian will remain on site at all times for security reasons and to assist with anything related to the building and grounds. If for some reason the auditorium chairs were removed or moved in any way to accommodate the wedding, the people involved with the wedding must assist the custodian in restoring the chairs.

9. Regular ministries of the church have priority over a wedding, and so the date and timing of the wedding must be scheduled so as not to conflict with any regular ministries. This means date and time must be established at least 60 days in advance of the wedding.

## **PHOTOGRAPHY AND VIDEO POLICY FOR WEDDINGS**

Horizons strongly affirms a marriage service as a service of worship. Therefore we ask that all photographers be advised that the clergy serving you will ask the following concerning photography and video:

### **During the service:**

There are to be no flash photographs taken in the Sanctuary during the service by regular attenders. A professional photographer will be an exception, but must remain discrete as to not distract the Bride, Groom or Pastor. Minimum movement of a photographer around the Sanctuary is permitted during the service.

Video is permitted if it follows the same guidelines above.

### **Before and after the service:**

Photographs may be taken in the sanctuary for a maximum time limit of ½ hour after the ceremony. You are welcome to use the church grounds for photographs for as long as you like.

If desired, the clergy of this church will re-enact any part of the service immediately after the service. This should take no longer than ½ hour.

Please make sure your photographer and video operator have a copy of this policy before you make or sign any agreement with them.

### **Wedding Fees for Regular Horizons Attenders:**

- Sanctuary, Clergy, Custodian, Sound Tech & Wedding Coordinator - \$550.00
- Space for Reception - (Soul Café, Youth Room and or Gymnasium) - \$250.00
- Clergy – Includes a minimum of two premarital visits and rehearsal.
- Security Deposit - \$100.00 (Required when date is booked and will be applied to balance due)
- Snow removal (if needed) - \$50.00
- All fees should be made payable to HCC

### **MARRIAGE LICENSE LOCATION:**

Anoka County Vital Statistics 325 East Main Street 1st floor Anoka, MN 55303 (763) 422-7399 8:00 a.m. - 4:30 p.m. / M - F

### **MARRIAGE LICENSE REQUIREMENTS:**

- Legal Age: 18
- Blood Test: None
- Other Test/Requirements: None
- Residency Requirements: None
- Fee: \$100 (cash, check, or money order) Call to verify fee.
- ID: Proof of identification. Can be driver's license or birth certificate, or passport.
- Who Must Be Present to Apply: Either bride or groom must be present with all the relevant information.
- Who Signs: Either bride or groom
- Waiting Period: 5 days
- Valid for: 6 months
- Valid out of Municipality: Yes, but not out of state.
- If Previously Married: Divorce decree or death certificate required.

**APPLICATION FOR CHRISTIAN MARRIAGE**

Please complete and return to the church office. When this application is received the church office will reserve your wedding date on the calendar. The date cannot be finalized until the discernment process is completed. (See items 1, 2, and 3 in the Wedding Policy.)

NAME OF BRIDE \_\_\_\_\_

Date of Birth\_\_\_\_\_

Address\_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Email Address: \_\_\_\_\_

Church Membership: Member of this church? YES\_\_\_\_\_NO\_\_\_\_\_

If not, what congregation are you currently active?

\_\_\_\_\_

If not, what is your current pastor’s name and phone?

\_\_\_\_\_

What is your occupation?

\_\_\_\_\_

Have you been previously married? YES\_\_\_\_\_NO\_\_\_\_\_

Parents' Names\_\_\_\_\_

NAME OF GROOM \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address\_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Email Address: \_\_\_\_\_

Church Membership: Member of this church? YES\_\_\_\_\_NO\_\_\_\_\_

If not, what congregation are you currently active?

\_\_\_\_\_

If not, what is your current pastor’s name and phone?

\_\_\_\_\_

What is your occupation?

\_\_\_\_\_

Have you been previously married? YES \_\_\_\_\_ NO \_\_\_\_\_

Parents' Names \_\_\_\_\_

DATE OF CONTEMPLATED MARRIAGE \_\_\_\_\_

Time \_\_\_\_\_

What will your future home address be after you are married?

\_\_\_\_\_

\*DATE OF REHEARSAL \_\_\_\_\_ Time \_\_\_\_\_

(must confirm auditorium is available with Church office)

\*Reception at the Church? YES \_\_\_\_\_ NO \_\_\_\_\_ If the reception is at the Church, where in the

Church would you like it held? \_\_\_\_\_

Name(s) of musician(s) \_\_\_\_\_

Names(s) of vocalist(s) \_\_\_\_\_

Name of technician \_\_\_\_\_

Name of Caterer \_\_\_\_\_

Name of Florist \_\_\_\_\_

Name of Photographer \_\_\_\_\_

**AGREEMENT:**

I have read and understand the policies regarding weddings held at Horizons Community Church.

I agree that I will abide by these policies and understand that failure to do so may result in the cancellation of my wedding.

Signature of Bride: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Groom: \_\_\_\_\_

Date: \_\_\_\_\_

Contacts for people to help with the wedding ceremony:

Sound: Mark Anderson – Included (If you are going to use stage lighting, sound or video projection you must use someone from the Horizons Team)

Lighting or Video Projection – Not included (Rates TBD between parties)

Music: Paul Valder, Rolly Rudzitis – (Rates TBD between parties)

Vocalists: Kelly Johnson – (Rates TBD between parties)

You may also feel free to ask anyone else within or from outside the Church if you know of someone.

Wedding coordinator: Cyndi Blum – Included (A wedding coordinator is mandatory and will greatly benefit you through this whole process.)