

Introduction

God has ordained the institutions of marriage and the home. Since you are preparing to enter into a sacred institution, our prayer is that this occasion will be memorable and worshipful for all involved.

These guidelines will assist you in planning. Please read them and let us know if you need additional copies for florist, caterer, or others.

Please direct any questions or concerns to the Contact Person assigned to assist you.

General Policies

Counseling

It is required that a couple schedule pre-marital counseling before receiving approval to be married at the Meadowbrook Church of Christ. This pre-marital counseling may be administered by Meadowbrook's Senior Minister or another approved marriage counselor. The couple should contact the church's Senior Minister and provide this information to him.

Scheduling

Weddings are not scheduled on Sundays, major holidays, or holiday weekends, i.e. Easter, Christmas, New Year's, and Thanksgiving.

Weddings with receptions at the church should be scheduled to begin no later than 4 p.m. Weddings without receptions at the church may be scheduled no later than 7 p.m.

Rehearsal dinners may not be scheduled at the church.

Both the bride and groom and their families are responsible to ensure that members of the wedding party, guests, and contractors abide by the policies of Meadowbrook Church of Christ. You are encouraged to consult your Contact Person if there is any question about wedding plans or church policies.

Music

Since Meadowbrook Church of Christ sings *a cappella*, there are no musical instruments available for use in the Auditorium. Therefore, if musical instruments are to be used, arrangements should be made by the bride for delivery and pickup of these instruments.

Musical instruments must be removed from the Auditorium before Sunday morning. Please arrange with the company to pick up the instruments as soon after the wedding as possible.

The sound technician will be arranged through your Contact Person once the wedding application has been approved.

Dress

Selection of attire should reflect the occasion as a sacred ceremony. Dress should be modest at all times, including that of the bridal party.

Personal Belongings

We are happy to provide rooms for the attendants and other bridal party members to dress. Please check for your belongings before you leave. Meadowbrook cannot be responsible for valuables that are left unattended in these rooms.

Childcare

Childcare is not provided and rooms in the church may not be used for babysitting.

Set-up

Normal set up of the Auditorium for weddings includes:

- Removal of pulpit furniture
- Removal of charts, displays, or other excess items from the Auditorium Foyer

Photography

In keeping with the sacred occasion of a marriage, it is recommended that flash photography not be allowed during the ceremony as this can be very distracting to the bride and groom, the attendants, and the guests.

Both the bride and the groom and their families are responsible for advising both the photographer and wedding guests of this policy. You may wish to:

- Place a note in the program
- Place a sign next to the guest book
- Have the wedding director announce it prior to the ceremony

Videotaping is permitted from a stationary position and a video camera may be placed in the Auditorium or the Balcony.

Prohibitions

Alcoholic beverages cannot be served on the church property at any time. Weddings, receptions, and/or rehearsals will not be conducted when any member of the wedding party is under the influence of alcohol.

Use of tobacco is not permitted anywhere in the church buildings or on the church grounds.

No food or drink is allowed in the Auditorium.

If you are unsure whether some part of the wedding ceremony or related activities would be appropriate, please consult your Contact Person.

Decorations

The bride should contact the florist to determine a time for decorating the Auditorium (and the Family Center if a reception is held there). Once a time has been established, please notify your Contact Person so they can provide access to the buildings.

- Only dripless candles may be used. Ample covering should be placed beneath them to protect furniture, carpet, and flooring.
- Tacks, pins, screws, nails, tape, and staples may not be used in attaching decorations to walls, ceilings, or furniture in the Auditorium or Family Center.
- Potted plants or vases containing water may not be used in the Auditorium without protection underneath for the carpet and furniture.
- Birdseed or rose petals only may be thrown outside the church buildings. Rice, confetti, or sticky substances may not be used.

Kitchen Facilities

If the reception is to be held in Meadowbrook's Family Center, a refrigerator, microwave, stove and oven are available.

If the kitchen is used, the families of the bride and groom are responsible for ensuring the caterer leaves the kitchen clean and tidy - - i.e. counters, floors, and sinks are cleaned and all kitchen items are returned to their places.

Both the bride and the groom and their families are responsible for any damage to the church buildings or grounds before, during, or after the ceremony while participants remain on the premises.

Schedule of Fees

Non-church member fees:

Auditorium & two Dressing Rooms	\$500.00
Family Center Reception.....	\$500.00
Maintenance Fee:	
Auditorium & two Dressing Rooms .	\$150.00
Family Center (for reception)	\$150.00
Sound Technician*	\$80.00
Security Fee:	
Rehearsal	\$60.00
Wedding	\$60.00

Church member fees:

Auditorium & two Dressing Rooms	N/C
Family Center Reception.....	N/C
Maintenance Fee:	
Auditorium & two Dressing Rooms .	\$150.00
Family Center (for reception)	\$150.00
Sound Technician*	\$80.00
Security Fee:	
Rehearsal	\$60.00
Wedding	\$60.00

**Your Contact Person will ensure that a technician is assigned who will provide sound for the rehearsal and wedding ceremony and will also provide an audio recording of the ceremony, if desired. Audio tapes shall be provided by the bride or groom if taping is required.*

Checks should be made out to the Meadowbrook Church of Christ.

Fees must be paid at the time the church is reserved.

Meadowbrook

Church of Christ

Guidelines for Your Wedding



4261 I-55 North

Jackson, MS 39206

Phone: 601.362.5374

Fax: 601.981.5777

www.meadowbrook.org