

April Sound Church

67 ½ April Wind South
Montgomery, Texas 77356
(936) 588-2832

Office Hours: Tues-Fri 9:00a.m to 5:00 p.m.

Wedding Policies and Procedures: For weddings outside the Church

Congratulations on your decision of marriage! We appreciate you contacting April Sound Church. Our staff is honored to celebrate this great moment with you. We view marriage as a relationship instituted by God, and entered into by two persons of faith. The wedding service is a *worship service* which celebrates your commitment to each other and affirms your mutual faith and trust in God.

The following outline is yours to keep and is provided to assist you in your wedding plans. Please note that no weddings will be scheduled during Holy Week, and only one for each date unless approved by a minister. The recommended procedure is as follows:

A. Call the church office or come in and meet the Office Administrator after you have chosen a wedding date. It is wise to have a second choice if your first choice is already reserved.

B. Complete the **Information Form for Weddings Outside the Church** and return it to the church office so that we may officially book your wedding on our calendar.

C. The Office Administrator will schedule two pre-marital consultations for the minister and bride and groom-elect. These sessions are designed so that the minister and couple get to know each other, facilitate the ceremony construction process, and allow the minister to give the couple relational tools to help make their marriage successful. Each session lasts about one hour.

D. The minister will act as resource person as the couple prepares the wedding ceremony. It is normally completed by the time of the second visit with the minister so that you may make any final additions or deletions before the ceremony. The copy of your ceremony used by the minister in the wedding will be given to you to keep as a reminder of your special day.

REHEARSAL

A rehearsal is necessary if the wedding party consist of more than 4 attendants, and may be scheduled for the night before or two nights prior to the wedding. The minister will direct the rehearsal. Naturally, the wishes of the bride and groom-elect are the minister's main concern. In addition, the marriage license may be provided to the minister on or before the night of the rehearsal.

MINISTER'S FEE \$200

Each minister on staff is a professional and experienced in conducting weddings. He will spend between 10 and 15 hours in total time in the process of your wedding, some of which will require travel time. This fee is not intended for profit, but to enable the minister and staff to devote the time and attention required to meet your needs. This fee is payable directly to him on or before the night of the rehearsal.

If you have additional questions you may contact the church's Office Administrator at any time and she will be happy to assist you. Your wedding day is an important day in your life and we want to be sure every effort is made to make it special.

After you have talked with the Church office, please highlight and copy the information below and fax or mail it to us.

Date Scheduled: _____

APRIL SOUND CHURCH

(936) 588-2832

Information form for weddings outside the church

WEDDING LOCATION: _____ MINISTER: _____

RECEPTION LOCATION: _____

WEDDING DATE: _____ TIME: _____

REHEARSAL DATE: _____ TIME: _____

A rehearsal is necessary if the wedding party consists of more than four people and may be scheduled for the night before the wedding or two nights prior to the wedding.

Bride Elect

Name _____ Home Phone: _____

Address _____ Work Phone: _____

Groom Elect

Name _____ Home Phone: _____

Address _____ Work Phone: _____

Contact Person other than Bride or Groom Elect

Name _____ Home Phone: _____

Address _____ Work Phone: _____

Total Number in Wedding Party (Including Bride and Groom) _____

Approximate Guest List _____ **Children in Wedding Party** _____

The Church's Office Administrator will assist the couple in scheduling two pre-marital sessions with the minister.

Session One Date: _____ Session Two Date: _____

The \$200 honorarium for the minister is an expression of gratitude from the couple and may be paid directly to him.