

PHILADELPHIA PRESBYTERIAN CHURCH  
WEDDING POLICY

Christian marriage is instituted of God, regulated by His Commandments, blessed by our Lord, Jesus Christ, and to be held in honor among all persons. Although weddings have lovely social aspects, a marriage service is primarily a service of worship in which vows are taken, prayers are offered, and a blessing is given. You have requested that your wedding be conducted in the church, which is God's temple. In order that the proper spirit of worship may be maintained and to facilitate arrangements both for you and the church staff, the following rules and regulations are required by the Session and the Church:

1. It is necessary for the church to receive a completed wedding request form for approval by the Board of Elders (Session). You should mail or bring your completed request form and deposit to Philadelphia Presbyterian Church, 351 Morrow Road, Forest Park, Georgia 30297. **FORMS MUST BE RETURNED TO THE CHURCH WITHIN TWO WEEKS OR THE REQUEST WILL BE CONSIDERED CANCELED.**
2. In preparation for the marriage service, the bride and groom are required to meet with the minister for a conference to discuss the nature of their Christian commitment; the nature and form of the marriage service; the vows and commitments they will be asked to make and the relationship to their lives; as well as resources of the faith and Christian community to assist them in fulfilling their marriage commitments.
3. If it is desired to have a minister other than Philadelphia's conduct the service, the Session and the current minister of Philadelphia Church must give their consent. When consent is granted, visiting ministers will be contacted by the Session's Church Activities and Outreach Committee and officially invited to preside. All ministers requested to participate must be ordained in the Christian faith and in good standing in their church.
4. Music suitable for the wedding service directs attention to God and expresses the faith of the church and, as in all worship, is not for entertainment or artistic display. Music for weddings must have the approval of our minister and current accompanist.
5. A definite hour should be set for the rehearsal and wedding. The rehearsal will be directed by the officiating minister and he/she shall be the final authority on all procedures. **Saturday weddings, including the reception, shall be concluded by 4:00 p.m.**
6. Rehearsals must begin promptly and must proceed in a quiet, dignified, and reverent manner. We would remind the members of the wedding party that throughout the entire rehearsal they are in a holy place, dedicated to the worship of God.

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7. It is the policy of the church that alcoholic beverages may not be served at wedding receptions or consumed on church grounds. Smoking is also prohibited in all buildings of the church. Violation will result in forfeiture of deposits. No wedding rehearsal will be conducted when any member of the party is under the influence of an alcoholic beverage.
8. Flowers and decorations should be appropriate to the place of worship, enhance the worshipers' consciousness of the reality of God and reflect the integrity and simplicity of Christian life. Because our sanctuary is simple in design, elaborate or ostentatious decorations are not necessary. No nails shall be driven in walls or furniture and no pulpit furniture shall be removed except the Communion table and chairs. The podium may be moved only with advance permission from the Session and may be unplugged only by a representative of the church office. Candles may be placed in the pulpit area only, if a container or floor covering is provided for drippings. No candles shall be placed on pews or other furniture.
9. When air-conditioning or heat is desired, one day's notice is necessary for the church office to insure proper operation.
10. Keeping in mind that your wedding is a worship service, the taking of pictures in the sanctuary by anyone during the ceremony is prohibited (this includes those cameras that operate without a flash). The wedding officially begins when the family starts to be seated. Pictures may be taken before the wedding and in the foyer as the wedding party leaves the sanctuary or in the sanctuary after the wedding. A designated video camera may be used during the ceremony, but only from a stationary, fixed position, with no additional or accessory lighting.
11. The use of confetti, rice, etc., is prohibited anywhere on or in the church premises. Wild bird seed may be used in the parking lot and/or grassed areas.
12. For non-member weddings or weddings when Philadelphia's current minister is not officiating, a house manager is required for the opening and closing of the buildings and for the oversight, supervision and maintenance of the facilities. The fee is \$25 per hour (\$150 maximum). This hourly fee begins when the building is opened and made available for the wedding party.
13. If one or both parties to be married (or their parents) are members of this church, there will be no charge for use of these buildings. Non-members will be charged \$250 for use of the sanctuary and \$150 for use of the fellowship hall.

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14. A deposit of \$100 for the sanctuary and \$100 for the fellowship hall will be required for all weddings. This deposit will be refunded after the premises are inspected by an authorized member of the Session and it has been determined that no damages have occurred; rules have not been violated; and additional cleaning will not be required. All paraphernalia related to the wedding shall be removed from the church premises after the wedding and reception. Church property (chairs, candelabra, etc.) must be returned to their original position.
15. The fee for the clean-up of the sanctuary and other church facilities required for the wedding, as well as the church grounds, is \$40. If the fellowship hall is desired for the wedding rehearsal dinner or reception, an additional \$50 is required for each use.
16. All monies are payable before the date of the wedding. The deposit is due in advance with the request forms. All other monies should be turned in to the church office the week before the wedding. Clean-up and house manager fees must be paid by cash.
17. You will be contacted by the Church Activities and Outreach Committee indicating approval or denial of your request. The Session reserves the right to decline the application of any wedding that does not coincide with the belief and intent of our church's doctrine and rules as interpreted by the Session.

PHILADELPHIA PRESBYTERIAN CHURCH  
The Session