

**CENTRAL CHRISTIAN CHURCH WEDDING RENTAL CONTRACT  
MEMBERS**

Date of Wedding \_\_\_\_\_ Time of Wedding \_\_\_\_\_

Place of Wedding            Chapel \_\_\_\_\_            Sanctuary \_\_\_\_\_

Date of Rehearsal \_\_\_\_\_ Time of Rehearsal \_\_\_\_\_

Bride's Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Groom's Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Bride's Mother \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Organists' Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Custodian's Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Wedding Coordinator \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

1.     **The appointed pastors of C.C.C. shall be consulted prior to any wedding to be held in this church. It is important that the engaged couple consult with one of the pastors in order to schedule the wedding ceremony and rehearsal. The pastor who agrees to perform the marriage ceremony shall be in complete charge of all proceedings in the sanctuary or chapel, including rehearsal and wedding ceremony.**
  
2.     **Reserving the church for a wedding is on a "first-come, first-served" basis. Members are encouraged to secure a date as early as possible (a year in advance is common-place). Members have priority until a deposit is put down by an outside wedding party. Once a deposit is received for a wedding date, that date is guaranteed for that couple, whether member or outside party. Only one wedding may be scheduled per day. With decorating, the ceremony, pictures, and clean-up, it is impossible to accommodate more than one wedding per day. Weddings that are to be held after 4:00 p.m. will need special consideration.**
  
3.     **It is established protocol for our ministers to officiate at member weddings. If another minister (family member or special friend) is requested to participate in the ceremony, then both our minister and the outside minister will co-officiate. The C.C.C. pastor shall use his/her discretion, in consultation with the guest pastor, as to the role he/she is to fill in the wedding ceremony.**
  
4.     **For all weddings a wedding coordinator will be provided by the church. The wedding coordinator will provide assistance to the wedding party and will be present during the rehearsal and wedding. The coordinator will receive all gifts, flowers, etc., that arrive at the church. If the reception is held at the church, the coordinator will also be present to assist the wedding party.**
  
5.     **Pre-marital counseling sessions will be scheduled by the pastor.**
  
6.     **A deposit of \$100.00 has become a part of Central Christian Church's usage charge. The deposit will be refunded if all the Rules and Regulations are followed.**
  
7.     **For all weddings, the church will provide a custodian who will be responsible for cleanup following the ceremony. The wedding party is responsible for any and all damage. The Custodian will be paid at an hourly rate of \$12.00 an hour beyond a four-hour time frame for clean-up. This amount is to be paid from the deposit before a refund will be made.**
  
8.     **Candles may be used in the Chancel area only. A candle usage fee of \$45.00 will be charged. This is to insure that only drip-less candles are used in our sanctuary.**
  
9.     **Smoking of cigars, pipes, or cigarettes is prohibited within the confines of Central Christian Church.**
  
10.    **Drinking of alcoholic beverages is prohibited within the confines of Central Christian Church.**



**B. Formal Chapel Wedding**

<b>Custodial Fee</b>	<b>40.00</b> (plus \$12 an hr. cleanup fee for anytime over 3 hours)
<b>Wedding Coordinator</b>	<b>75.00</b>
<b>Organist Fee</b>	<b>*100.00</b> (includes rehearsal and ceremony)
<b>Clergy person</b>	<b>100.00</b>
<b>Candelabra candles usage fee</b>	<b>45.00</b>
<b>Premarital survey</b>	<b>35.00</b>
<b>Deposit</b>	<b><u>100.00</u></b> (deposit will be refunded if the above regulations are followed.)
<b>Total</b>	<b>\$495.00</b>

**C. Garth Wedding**

<b>Custodial Fee</b>	<b>65.00</b> (plus \$12 an hour cleanup for anytime over 2 hrs)
<b>Wedding Coordinator</b>	<b>75.00</b>
<b>Clergy person</b>	<b>100.00</b>
<b>Candelabra Candles Usage Fee</b>	<b>45.00</b>
<b>Premarital survey</b>	<b>35.00</b>
<b>Deposit</b>	<b><u>100.00</u></b> (deposit will be refunded if the above regulations are followed)
<b>Total</b>	<b>\$420.00</b>

**D. Informal Church Wedding**

<b>Custodial Fee</b>	<b>25.00</b> (plus \$12 an hour cleanup for any time over 2 hrs.)
<b>Wedding Coordinator</b>	<b>55.00</b>
<b>Organist</b>	<b>*100.00</b>
<b>Clergy Person</b>	<b>100.00</b>
<b>Candelabra candles usage fee</b>	<b>45.00</b>
<b>Premarital survey</b>	<b>35.00</b>
<b>Deposit</b>	<b><u>100.00</u></b> (deposit will be refunded if the above regulations are followed)
<b>Total</b>	<b>\$460.00</b>

Special considerations may apply to informal weddings.

**\*Accompanist for solo: \$5.00 for each song.**  
**Add C.W.F. charge to any of the above if a reception is held at the church.**  
**Parlor \$75.00 – Community room \$175.00**

**Sound Board Operator (includes audio tape of service) \*rehearsal - \$20.00 \*wedding - \$30.00**  
**Note: rehearsal required if soloist used.**

***“We the membership are proud and honored that you have chosen Central Christian Church as the starting point for your new life together. Central Christian has been a friend and home of Danville’s Families for many years. Please treat her with the dignity that she deserves.”***

**Church Representative \_\_\_\_\_ Date \_\_\_\_\_**

**Member of Wedding Group \_\_\_\_\_ Date \_\_\_\_\_**

<b>FOR OFFICE USE ONLY</b>	
Amount:	_____
Deposit received:	_____
Balance due:	_____
Date:	_____
Initials:	_____
Time of wedding:	_____
Time of rehearsal:	_____
Time of arrival of wedding party:	_____
Revised: 08-29-07	