

## *A Statement of Faith Concerning Marriage West Conroe Baptist Church*

We believe that God established and ordained marriage as the foundational institution of the home and society ~ the only legitimate form of that relationship being one man joined to one woman for life.

Further, we hold that God created both man and woman distinctly for His glory. They are equal in status before God but have been ordained with separate and unique functions in the home. In order to realize His purpose for each individual and as a married couple, each person should have a personal relationship with Christ as Lord and Savior as they enter the marriage union.

We believe that the Scripture teaches physical intimacy is a gift given by God to a man and a woman in marriage for the purposes of fulfillment and procreation. Sexual activity before or outside of the marriage union in any other form or with any other person is a sinful perversion of God's intention as stated in Scripture.

Marriage is a sacred institution established by God that reflects the relationship of Christ and the Church. Therefore, marriages performed at West Conroe Baptist Church by its ministers or visiting ministers must be in agreement with these stated principles

### REGULATIONS ON USE OF FACILITIES FOR WEDDINGS

- 1) To reserve your wedding date on the calendar you must submit an application form with the calendar fee and security deposit, and schedule an initial appointment with the officiating pastor. Your application will be considered for approval at the next scheduled staff meeting. A letter will be mailed to you as soon as your wedding date has been approved and placed on the church calendar. Your date should be secured as far in advance as possible within a year. Reservations are on a first-come, first-served basis, with church members being considered first. **No date will be secured until the couple has had the initial visit with the officiating pastor.** Upon approval, your calendar fee and security deposit will be deposited. The calendar fee is non-refundable.
- 2) A Wedding Director will be assigned and given the information concerning your wedding. She will be knowledgeable of wedding procedure and will be able to help you with your wedding ceremony so that it will be a beautiful and meaningful service. A meeting will be scheduled before the rehearsal to go over the details of the ceremony.
- 3) Please be sure that the church office has your name, address, and a current work and home phone number.
- 4) The user should notify the Wedding Director of any changes between the time of application and the wedding date. This includes dates, times, or address and phone information. Cancellation of the use of WCBC facilities for your wedding must be received in writing at least 60 days prior to your scheduled wedding date as stated on the A Cancellation Request Form@included in this packet.
- 5) Saturday weddings in the Chapel must begin no later than 6:00 p.m. and the buildings vacated no later than 8:00 p.m. Weddings in the main Worship Center must begin no later than 2:00 p.m. and the building vacated no later than 6:00 p.m.
- 6) Weddings scheduled over a major holiday weekend will be contingent on the availability of necessary wedding personnel. All personnel should be secured before the wedding is placed on the calendar.
- 7) Those using the facilities should conduct themselves in an exemplary manner at all times. Use of any tobacco product is not allowed on the premises (inside or outside) at any time. This includes the restrooms, foyers, and porches. No alcoholic beverages, illegal drugs, or dances are permitted on the premises.
- 8) Nursery facilities are not available during the rehearsal or wedding.
- 9) The user is responsible for any damages incurred as a result of the use of the facilities.
- 10) Reception facilities are available upon request, for WCBC members only. The building should be vacated no later than 8:00 p.m.
- 11) The building is secured by an alarm system. Wedding party and/or decorators should not attempt to enter the building without on-site supervision. Do not shake or jar the access doors if locked, because it will trigger the alarm. The police department will respond immediately to an alarm,

and a charge of \$50 will be assessed for a false alarm. Should this occur, you will be responsible for the \$50 charge.

- 12) Liability statement: Use of the facilities and/or equipment will be at the risk of the participant. WCBC does not assume liability or responsibility for any user. We do not make any express or implied warranty of the premises, equipment, machinery, fixtures, or furniture.
- 13) Schedule of Fees: See attached sheet.

**SCHEDULE OF FEES FOR WCBC BUILDING USAGE**  
Revised September 2019

**WCBC MEMBERS**

To be eligible for membership fees, you, your parents, or grandparents must be a member of West Conroe Baptist Church for at least six months prior to your application. Any exceptions must be approved by the ministerial staff before your application is approved. All fees are due in the church office two weeks prior to the wedding date.

***Wedding Fees***

|   |       |
|---|-------|
| Calendar Fee (due with application / non-refundable)..... | \$25  |
| Security Deposit (due with application).....              | \$100 |
| Chapel (*Fees included) .....                             | \$500 |
| Worship Center (*Fees Included) .....                     | \$750 |
| Garden Room (*Fees Included) .....                        | \$350 |
| <b><i>(These Fees are part of the charges above)</i></b>  |       |
| *Wedding Director .....                                   | \$175 |
| *Sound Technician (wedding only) .....                    | \$100 |
| (An additional \$50 will be charged for the rehearsal.)   |       |
| *Custodial Fee.....                                       | \$175 |

***Additional Reception Fees***

|   |       |
|---|-------|
| *Wedding Director .....                                     | \$75  |
| *Sound Technician .....                                     | \$50  |
| Reception: Garden Room .....                                | \$150 |
| Kitchen .....   | \$50  |
| *Custodial Fee.....   | \$200 |
| Additional *Custodial Fee for extra Tables and Chairs ..... | \$100 |

\*Checks should be made payable to individual - Secretary will provide names. All other checks should be made payable to West Conroe Baptist Church. All fees should be paid in the church office. The secretary will distribute the individual checks to the proper person.

***Minister's Honorarium***

The Groom is responsible for paying the minister on the day of the rehearsal. The extent of the minister's involvement with each couple may vary. However, when determining the amount to pay the minister, the couple should consider the amount of time the minister spends in counseling, officiating the ceremony, and his expertise in these areas. We recommend an honorarium of no less than \$150 for the minister.

***Other Fees***

We will provide the names and phone numbers of instrumentalists and soloists at your request. It is the responsibility of the Bride to secure their services, and fees should be paid directly to them. The church office will not be involved in the payment of these fees.

***Security Deposit Refund***

Your security deposit check will be deposited upon receipt. A refund check will be issued to you within two weeks after the wedding, upon the completion of the custodial check-list. However, disregard of any of the Wedding Policies established by West Conroe Baptist Church will result in the forfeiture of your security deposit.

***Cancellation Policy***

If the wedding is cancelled in writing up to 60 days prior to the wedding date, the security deposit will be refunded in full. If the wedding is cancelled in writing up to 30 days prior, \$50 will be refunded. A cancellation less than thirty days prior to the scheduled date will result in the forfeiture of your security deposit.

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Revised September 2019

**NON MEMBERS**

To be eligible for membership fees, you, your parents, or grandparents must be a member of West Conroe Baptist Church for at least six months prior to your application. Any exceptions must be approved by the ministerial staff before your application is approved. All fees are due in the church office two weeks prior to the wedding date.

***Wedding Fees***

|   |         |
|---|---------|
| Calendar Fee (due with application / non-refundable)..... | \$35    |
| Security Deposit (due with application) .....             | \$100   |
| Chapel .....  | \$875   |
| Worship Center .....                                      | \$1,650 |
| Garden Room .....   | \$450   |
| *Wedding Director .....                                   | \$175   |
| *Sound Technician (wedding only) .....                    | \$100   |
| (An additional \$50 will be charged for the rehearsal.)   |         |
| *Custodial Fee .....                                      | \$175   |

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