

Facility Use

In order to use Worship Center's facilities for your wedding/reception, a Worship Center pastor must officiate your ceremony.

If you plan to use Worship Center facilities, the Family Ministries Administrative Assistant will contact you after your initial meeting with a pastor.

Scheduling

Because of the high volume of events that take place at WC, it is important to schedule your wedding/reception as soon as possible. The following information is needed:

1. Date & time of wedding, reception, & rehearsal
2. Desired date & time for decorating
3. Approximate number of guests
4. Audio/Video needs

Friday Weddings

If your wedding/reception is on a Friday at WC, the following guidelines apply:

1. The wedding/reception may begin anytime after 5pm
2. Decorating and set up may begin anytime after 3:30pm the day of the wedding.
3. If rehearsal is on Thursday, it must begin between 4 and 5:30pm, and end by 7pm.

Saturday Weddings

If your wedding/reception is on a Saturday at WC, the following guidelines apply:

1. The wedding/reception must be over and everyone must be out of the sanctuary no later than 2:00 PM.
2. A wedding with reception at WC should start no later than 10:00 AM.
3. A wedding with a reception held elsewhere, should start no later than 12:00 PM.

Set Up

The wedding coordinator will give you several set up options to choose from for your wedding.

Audio/Video

To help make your day run smoothly WC will provide a trained Audio Technician. He/she will assist you before and during your wedding. There is no additional charge for his/her services during the ceremony; however, if you would like to use a WC Audio Tech during the reception, additional fees apply.

In order to provide excellent service, Audio/Video needs should be communicated at least 2-4 months in advance; therefore, please review and complete the Wedding Tech Needs Checklist during your meeting with your coordinator.

Wedding Decorations

Worship Center has candelabras, archways, columns, candles, tea light holders, linens & skirting, and artificial trees & plants available for your wedding & reception at WC. All of these decorations are available to you with the use of the facility, at no extra charge; however, if table linens are used, it is the couples' responsibility to have them laundered and returned to WC within one week of the wedding.

If you are providing your own decorations, any candles being used must be dripless.

Alcohol

There is to be no alcohol use anywhere in the building or on WC property.