



ADDENDUM: Weddings

First Alliance Church Toccoa

Marriage is a sacred covenant ceremony and certainly warrants much preparation, care in planning, and reverence. It is the desire of First Alliance Church that your wedding experience will be a deeply spiritual and joyous celebration for all involved. There are many details that must come together to make this a reality. To assist in the process, the following wedding guidelines have been established:

- The Lead Pastor and FACT Wedding Liaison will have a preliminary meeting with the couple seeking to be married in our facilities. At that time, the couple will have a completed *Wedding Outline* form (available from the Church Office) and answer any additional questions the Pastor may have. If the Pastor has concerns about the ceremony or the marriage itself, he may deny the reservation or refer the matter to the Elder Board for consideration.
 - If another minister is to officiate or assist in the wedding, this should be discussed with the pastor of the church at this time to avoid embarrassment and/or confusion to either of the ministers.
- A Wedding Liaison will be assigned to each couple to coordinate details and represent First Alliance Church.
- Dates are not confirmed until the preliminary meeting has taken place and the deposit has been paid. Note that #3 of the Facility Usage Guidelines applies to requests for weddings.
- A small collection of wedding-related equipment is owned by the church and may be available for your use as part of your wedding fee. Arrangements may be made with the Wedding Liaison to view available items. Items include:
 - 3 gold plated plant holders (tall)
 - 3 standing stone like plant holders (tall)
 - 4 Ferns
 - 1 Guest book & Pen
 - 3 Decorative Rings
 - 1 Mailbox
 - 1 box of white ribbons
 - 1 large fan like 15 candle holder
 - 2 folder candle holders - white
 - 2 movable candle holders

- 2 large tree like candle holders
- 2 gold flame snuffers
- 1 gold music stand
- 2 kneelers
- 2 pots
- 1 arch
- Nails, tacks, pins, or other materials that can cause damage may not be used to attach decorations to church walls or furnishings. The recommended items include masking tape, sticky tack, or the 3M Command Hooks.
- The use of candles is extremely limited. Candles must be dripless or fully contained, and may only be used in the platform area.
- All outside vendors and caterers must coordinate planned activities, deliveries, etc. with the Facility Manager.
- Honorariums beyond what is included in the Wedding Package (Wedding Liaison and A/V Technician) are the direct responsibility of the Wedding Party. Suggested additional honorariums include officiating pastors and musicians, as well as for any other service provided gratis that would normally incur a charge.
- Do not throw rice or birdseed or use bubble machines *inside* any building. Check with the Facility Manager before using fog/haze machines.
- Please be sure after the wedding that any church furnishings that were moved have been put back in their proper place and that all wedding materials (decorations, leftover food, birdseed, bags of trash, etc.) have been cleaned up and removed. There is a large dumpster for your use at the side of the Worship Center.
 - Under no circumstances may the following platform items be moved: drum cage, choir risers.
 - The piano and other worship equipment can be moved upon request by church personnel only.

Assigned Wedding Liaison _____

Signature: _____ Date _____