



TRINITY FELLOWSHIP®

Wedding Agreement

Please sign and return with Wedding Request Form.

Bride's Name: _____ **Groom's Name:** _____

Bride's Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Groom's Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Bride's Phone: _____ **Groom's Phone:** _____

E-mail Addresses: _____

Please indicate your understanding of and agreement with the following Trinity Fellowship Wedding Guidelines:

- Pastor Performing Ceremony:**
 - **Trinity Staff Pastor** – It is your responsibility to contact the pastor and confirm their availability to perform your ceremony. You will also need to schedule a personal appointment with them as soon as possible.
 - **Non-Trinity Staff Pastor** – If you choose to use a pastor that is not on staff at Trinity, they will need to contact the Trinity Pastor who oversees the Wedding Department a minimum of two weeks prior to the wedding date. It is your responsibility to confirm that this contact is made within a timely manner.
 - **Honorarium** – An honorarium for the pastor performing your ceremony is customary and is NOT included in the fees you pay the church. Please be sure to give your pastor an appropriate honorarium for his or her services.

- Premarriage Class (required by all couples wanting to be married at Trinity):** The material in this class will provide insight into your relationship as a couple and will be a Biblical basis for your marriage.

- Personal planning meeting with a Trinity Fellowship Church designated Wedding Coordinator:** The coordinator is a liaison for all departments involved or needed in your wedding ceremony, reception and rehearsal. She will be your contact throughout the entire process of services rendered by Trinity with the exception of the pastor performing the ceremony.

Updated 5/13/09

- ❑ **Approval of all music used in the ceremony:** A copy of all music scheduled to be used before, during, and after your wedding ceremony must be submitted to a pastor in the Worship Department for approval a minimum of two weeks prior to the wedding.
- ❑ **Alcohol policy:** No alcohol is allowed on Trinity Fellowship property. There are no exceptions.
- ❑ **Dance policy:** Dances are not allowed at a reception held at Trinity Fellowship. The only exception is the traditional father/daughter dance.
- ❑ **Final Wedding Plan received two weeks prior to wedding:** This plan is necessary for all departments to be able to offer the best service possible to the couple for their wedding. The wedding coordinator will provide this form and will work with you to ensure that it is filled out properly and returned to the wedding administrator within the appropriate time. Any outstanding balance on your wedding fee is also due at this time.
- ❑ **Final payment of fees:** All fees must be paid no later than two weeks prior to your wedding date. Funds must be remitted to the wedding administrative assistant by that date.
- ❑ **Trinity Fellowship Church's right to cancel wedding:** Though we do not anticipate this happening, church leadership reserves the right to cancel a couple's wedding and/or the services provided for such wedding if any of the above guidelines are not met.

I have read the above ministry agreement, understand it, and agree to the terms herein regarding it.

Bride's Signature: _____ **Date:** _____

Groom's Signature: _____ **Date:** _____