



Terms of Use for Church Facilities For Weddings

1 - Fees. The use of the church is furnished at no cost to all members of the England Hill Free Will Baptist Church and their children. This fee may be waived for other member-family use in special circumstances by the Pastor. All non-members using the facilities for weddings will be required to pay a fee of \$600 or \$800 (Please refer below).

***If you attend the church 5 times in 6 months, there will be a non-refundable \$50 deposit included in the following:**

Sanctuary Rental	\$450.00
PA System Technician	\$100.00
Janitorial Services	\$50.00
Total including deposit:	\$600.00
Fellowship Hall (Optional)	\$150.00
Janitorial Services	\$50.00
Total including Fellowship Hall:	\$800.00

***If you refuse to attend the church 5 times in 6 months, there will be a non-refundable \$100 included in the following:**

Sanctuary Rental	\$650.00
PA System Technician	\$100.00
Janitorial Services	\$50.00
Total including deposit:	\$800.00
Fellowship Hall (Optional)	\$200.00
Janitorial Services	\$50.00
Total including Fellowship Hall:	\$1050.00

2 - Things that can be moved. Normally only the podium and stage microphones may be removed from the sanctuary for weddings. The church sound technician must make all disconnection and connection (electrical and sound system) to the podium and stage areas. It will be the responsibility of the custodian or person chosen to cleanup the Church to return all church furnishings and decorations to their proper place of use and need following the wedding service. This must be completed as soon as possible following the wedding before the next scheduled service.

3 - PA System. The PA system, control room, and all associated equipment is off limits to all personnel except the church appointed sound technician, or other church appointed official. If the PA system is needed for rehearsals, weddings, etc. the church sound technician must be notified at least two weeks in advance of the time needed. A fee of \$100 is to be paid by the wedding party to the sound technician for rehearsal night and wedding day expenses. *A digital slideshow on the sanctuary screen is available at an extra cost of \$50 and all digital files are required on disk and delivered to the technician two weeks prior to the ceremony (no prints) along with any coordinated music.*



4 - Candles. Candles must be drip free. All floors beneath any type of candles used must be covered with plastic or cloth to prevent any candle wax or other hot material (ashes, etc.) of any type from reaching floor and carpeted surfaces. Do not depend on candle cups or saucers furnished with candleholders. Candle wax cannot be removed from carpeting and will leave a permanent stain. No burning candles are to be placed in the window sills.

5 - Decorating. During periods of decorating, rehearsals, and church use, all children must be closely supervised. The church building complex has been dedicated to the service of the Kingdom of God and must be treated in the proper way with respect. Care must be taken to protect all furnishings in the church. No thumbtacks or tape may be used to secure decorations to seats, pews, rails, altar, etc. Use of tape on wood surfaces can cause finish stain to be lifted from the furniture.

6 - Smoking and Alcoholic Beverages: There is to be **NO** smoking in any inside area of the church at any time. Alcoholic Beverages are forbidden in any area of the Church property including parking lots. If found, parties will be asked to leave the church premises immediately. No discussion. Rules are strictly enforced.

7 - Food. No food or drink is to be taken into the sanctuary at any time.

8 - Cleanup. The members of the wedding party or those designated by the wedding party is responsible for all removal, disposal, and general clean up of all areas of the church used for the wedding and wedding party. This includes, but is not limited to the sanctuary, vestibule, classrooms, fellowship hall, and parking areas. This must be performed as soon as possible following the wedding before the next scheduled church service or activity.

9- Availability. Consultation with the Pastor Willie May (606) 928-0143 will be required to determine if the date of the wedding or function is available on the church calendar. Due to the amount of church functions, only one non-attende wedding will take place within a month period.

10- Reservation. Reservation is required and secured by the following two processes:
A. If you are an **attende, but not a member**, you are required to provide a 60 day notice along with a \$50 *non-refundable* deposit at the time of reservation. Reservation must be specific for reservation of the sanctuary, annex, or both.
B. If you are a **non-attende**, you are required to provide a 90 day notice along with a *non-refundable* deposit of \$100 at the time of reservation that is included in the total price of the rental. Reservation must be specific for reservation of the sanctuary, annex, or both.

I have read the above conditions for using the church facilities and agree to honor them.

Signature of bride _____ Date _____

Signature of Groom _____ Date _____

Wedding Responsible Party Date _____