

Guidelines and Information for a Wedding at Webster Gardens

1. Once rehearsal and wedding dates have been set with the church office, all remaining wedding arrangements are made between the Wedding Coordinator and the couple.
2. Saturday weddings may be scheduled no later than 7 pm.
3. The Sanctuary seats approximately 400 people in the lower level, and 180 in the balcony.
4. Holy Communion is not part of the wedding ceremony.
5. The rehearsal will last 45 minutes to one hour. Please arrive 15 minutes early to allow time for everyone to assemble. The rehearsal will begin promptly at the time it is scheduled. The purpose of the rehearsal is to acquaint the bridal party with their respective roles in the marriage service, so all those who will participate in the wedding should be there (bride, groom, parents, bridal attendants, groomsmen, ushers, readers, etc.). Practice for the soloist(s) should be scheduled prior to the start of the rehearsal.
6. All Wedding fees must be paid to the Coordinator the night of the rehearsal.
7. The church is reserved for your use up to **4 hours total**. All deliveries and pictures, etc. need to be completed within this time frame.
8. All food and drink should remain in the Bride's and Groom's respective rooms. **No food or beverages are permitted in the sanctuary.**
9. Smoking is NOT allowed anywhere in the facilities, including restrooms and dressing rooms. Please inform your family and friends that NO alcohol or illegal drugs are allowed on the premises or parking lots at Webster Gardens and to abstain completely prior to the wedding rehearsal and ceremony. While weddings are a cause for celebration, they are also solemn occasions of worship requiring a certain standard of behavior. Weddings at Webster Gardens are a privilege; therefore, the pastors and wedding coordinators may dismiss any persons in the wedding party who appear intoxicated.
10. Please **DO NOT LEAVE VALUABLES** in the changing rooms or restrooms during the marriage service. Please pack them up and keep them in the locked trunk of your car. Have someone in charge of valuables or personal items at all times. The church is not liable for loss of possessions left in the building on the day of the wedding.
11. A guest book may be placed in the narthex for guests to sign as they enter the church. Five minutes before the service the book will be closed so your wedding may begin on time. Late arrivals may sign the guest book after the service.
12. We suggest that you bring as much as possible for the wedding day the night of the rehearsal, i.e. bulletins, candles, decorations, etc. We can lock them up for you resulting in less for you to do the day of the wedding.