



## **Broadway MBC - Wedding Procedures**

**Mark 10:6-9 ESV**

**But from the beginning of creation, ‘God made them male and female.’ [7]**  
**‘Therefore a man shall leave his father and mother and hold fast to his wife,**  
**[8] and the two shall become one flesh.’ So they are no longer two but one**  
**flesh. [9] What therefore God has joined together, let not man separate.’**

### **Contact:**

- Contact our Church Clerk (859-744-4735) to see the availability of the Church building, and to make sure that Pastor Brown is available to perform the ceremony.
- Have your wedding coordinator contact our Church Clerk, to make sure that we have all the details of what will happen at the wedding.
- Complete the application and return the application, and also submit the deposit of \$300 to reserve the Church building for the wedding.

### **Wedding Policies:**

- Wedding Rehearsals should not exceed 3 hours, and the days of the wedding rehearsal must be approved by the Pastor.
- The Church will be open 1 hour early prior to the wedding rehearsal.
- You may not go to any other part of the Church building during rehearsal, everything must be done in the sanctuary.
- The Pulpit WILL NOT BE MOVED! Wedding ceremonies will be held on the floor only, but we can move offering and communion tables to accommodate.
- Wedding Rehearsals should be done by 9:00pm.

- **Any decorations must be approved by the Pastor, before they are placed in the sanctuary, and after the ceremony all decorations must be cleaned and taken out of the sanctuary.**
- **Any damage from decorations that happens inside the sanctuary, the Wedding Party will be responsible for the cleaning/repair fees.**
- **Pre-Lit Candles are the preferred Candles to be used in the sanctuary, unless approved by the Pastor for different Candles. The unity candle is the only exception to this rule and it must be placed in a fireproof holder that will collect and contain any wax drippings.**
- **No food or drink is allowed in the sanctuary.**
- **No smoking or drinking of alcohol is allowed during rehearsal or the wedding day!**
- **The Church will be open and available two hours prior to the scheduled wedding start time.**
- **The Fellowship Hall will be available for us if needed, but it is the responsibility to make sure that everything is the way it was before you got there. The wedding party is responsible for trash, and it must be cleaned after use.**
- **If you desire to use the Fellowship Hall, it needs to be approved by Pastor Brown.**
- **Any damage of any kind must be reported IMMEDIATELY! Contact one of our staff members, who will be looking in to make sure these rules are followed.**
- **There will be someone on the Church grounds from the Church, during the Rehearsal and Wedding to make sure these policies are practiced and if they are not, your wedding won't happen at our Church.**
- **If there is a disobediment to the rules, there will be an additional fine and the Wedding Party will be responsible.**
- **The Broadway Missionary Baptist Church will retain full authority, at all times, of its facilities. All that utilize our facilities agree to hold harmless the Broadway Missionary Baptist Church for any injury or loss that they may sustain in use of the facilities or event, and to indemnify and hold harmless its officers, members of designates of any kind from any claim whatsoever.**
- ****THERE WILL BE A REVIEW & SIGNED AGREEMENT OF THESE POLICIES BEFORE THE WEDDING TAKES PLACE.****
- **Church facilities are available Monday through Saturday.**
- **No wedding rehearsals, weddings, or receptions will be scheduled on Sundays or the following days: New Year's Day, Easter Saturday, Memorial Day, Independence Day, Labor Day, or the weeks of Thanksgiving, or Christmas.**
- **Broadway Members must attend premarital counseling with Pastor Brown!**
- **Non-Broadway members must show documentation that you have attended premarital counseling before Pastor Brown or another performs the ceremony at Broadway.**

## **Wedding Ceremony Guidelines:**

- All Wedding Ceremonies must line up with the Christian & Baptist Doctrine that is lined up in Scripture.
- Any music that will be played at the Wedding, must be approved by Pastor Brown whether it is singing or audio tracks.
- No rice or bird seeds are to be thrown inside the church. You can throw bird seeds only outside the church (NO RICE). You are responsible to clean the seeds up, on the outside of Church grounds.
- Please see that all children are attended to during rehearsal and wedding.
- All persons involved in the wedding activity must adhere to all policies and procedures regarding the use of the church facilities.
- Provide a list of all those who are a part of the wedding party.
- Pastor Brown will pray with both Bride & Bridesmaids, and the Groom & Groomsmen before the ceremony.