

Wedding Policy
St. Peter United Church of Christ
Lake Zurich, Illinois
847-438-6441

Introduction

St. Peter is pleased and honored to host weddings for both our members and visitors to our church. The wedding ceremony is a worship service in which the couple pledge themselves to one another in the presence of God and begin their marriage with Christ as the foundation. The following policies and procedures have been formulated to help your wedding go as smoothly as possible.

Dates and Times

Dates and times for weddings at St. Peter are to be arranged in consultation with the pastor based on the church's availability. Dates can be reserved no more than twelve months before your ceremony. Your date will be reserved once the non-refundable scheduling fee has been received.

Who Can Officiate?

St. Peter's pastor(s) will conduct all weddings held at St. Peter. The St. Peter pastor may welcome other ministers in good standing of a Christian church/denomination to assist St. Peter's pastor in the service, but they may not be the lead officiant for the service.

Premarital Counseling

Studies have shown that premarital counseling increases the health and success of a marriage. Therefore, all couples being married at St. Peter are required to complete six hours of premarital counseling with the officiating pastor. During premarital counseling, you will also plan your ceremony with the pastor.

A waiting period of at least six months following a divorce or death of a spouse shall be observed to allow for healing following the end of a previous marriage.

The Venue

St. Peter's sanctuary seats 200 people. Dressing rooms are available. The Fellowship Hall and Fireside Room are available for receptions. A separate contract is required for the use of those spaces.

The couple or their designee is responsible for cleaning up and removing all personal articles from the church by the time the wedding party leaves the premises.

Structure of the Wedding Ceremony

A wedding ceremony held at St. Peter is a service of worship, celebrating the couple's love and the commitment they are making to each other and God. Consequently, all parts of the service are to be consistent with the present worship practices of St. Peter and the United Church of Christ.

Generally, the outline for the wedding ceremony, as found in the United Church of Christ's Book of Worship, will be followed. The couple may suggest other items to be included in the service, but the officiating pastor must approve them. The couple should consult with the pastor about appropriate ways for loved ones to participate in the ceremony.

Except for in rare circumstances (and only when the couple is an active member of St. Peter), Holy Communion is not included in a wedding ceremony.

Music

Weddings are a service of worship. All music played or sung during the wedding should express a Christian message appropriate to the occasion. All music selections must be approved by the officiating pastor no later than one month prior to the wedding.

All music at the wedding ceremony must have live accompaniment. There will be no taped or pre-recorded music. If St. Peter's pianists are not available on your date, you will be responsible for hiring musicians (pianist or string quartet). The couple is responsible for the purchase of any music not currently found in the church's music library.

Decorations

Although we respect all religious traditions, we are a Christian church. You will find symbols of our faith adorning our sanctuary. These symbols may not be moved, altered, or removed. The paraments shall remain the color of the season. The center aisle is 40' long, but if you wish to use a runner, please consult the pastor before purchasing. A kneeler is also available for the couple's use (without additional charge) during the ceremony. In addition to the candles on the altar, two standing candelabra are available without additional charge. The couple is also welcome to provide their own unity candle (St. Peter has a stand which can be used without additional charge). No other candles are permitted in the building.

Nothing may be attached to or removed from any fixture such as chairs, doors, or walls without prior approval. Use of tape, tacks, etc, is prohibited.

The use of birdseed, rice, and balloons are prohibited.

Wedding Parties & Rehearsals

Large wedding parties (more than 6 attendants total) are discouraged. The suggested age for the ring bearer and flower girl is four years or older. Children in the wedding party must be able to follow instructions well. Younger children may participate following discussion with the officiating pastor. No wagons or prams will be permitted.

It is important the exact times indicated for the rehearsal and for the wedding are observed. Care should be taken to have all members of the wedding party in their places at the agreed upon times.

Rehearsals and ceremonies will be directed by the officiating pastor. Any special requests must be discussed with the officiating pastor prior to the rehearsal. Wedding planners hired by the couple are not permitted to participate in the rehearsal or ceremony.

If you wish the officiating pastor to attend the rehearsal dinner and/or wedding reception, be sure to extend an invitation as soon as possible.

Photographers/Videographers

St. Peter encourages the couple to employ a professional photographer for the wedding. No flash photos are permitted following the processional. The photographer must remain in one position at the rear of the sanctuary. Flash photos may once again be taken during the couple's recessional.

The couple is permitted to videotape the wedding. The camera must be placed on a tripod in an inconspicuous position approved by the officiating pastor.

Marriage License

The officiating pastor can only perform weddings in full accordance with the law. Please do not overlook the necessity for careful compliance. The wedding cannot take place at St. Peter without a Lake County marriage license. The license is to be given to the Pastor at the rehearsal.

Drugs and Alcohol

St. Peter is a drug-free (including marijuana), smoke-free (including e-cigarettes and smokeless tobacco), and alcohol-free campus. The officiating pastor reserves the right to cancel a wedding if a member of the wedding party arrives at the rehearsal or ceremony intoxicated.

Weapons

Weapons, including concealed handguns, are prohibited on the premises.

Postponement/Cancellation

If a wedding is postponed, St. Peter will do its best to accommodate rescheduling and no additional charges will occur. If St. Peter cannot accommodate rescheduling and/or your wedding is canceled, 50% of all fees will be charged.

Fees

A \$100 non-refundable scheduling fee is required in order to reserve the ceremony date. An invoice of financial responsibilities will be sent to the couple a minimum of two weeks prior to the wedding date. The balance must be in the church office on the Monday before the wedding day. Fees can be paid through St. Peter's online giving platform (Tithely.com) but any bank fees must be covered by the couple.

The building usage fee is payable to St. Peter U.C.C. Other fees shall be paid directly to those persons providing the service.

	Member*	Non-Member
Building Usage Fee	\$300	\$500
Pastor	Honorarium	Honorarium not less than \$300
Premarital Counseling Course Fee	\$50	\$50
Pianist	\$200	\$200
Audio/Visual Technician	\$100	\$200

*For the purposes of this policy, active members are defined as those members of St. Peter who regularly attend church services and contribute to the church, as they generally provide regular financial and personal support for the church. These privileges are also extended to faithful attendees of the church who attend and contribute regularly but who have not formally joined the church as an official member.

Liability for Damage and/or Injury

Any applicant or organization using the facilities shall hold the church, the staff of the church, and the St. Peter Assembly harmless for any and all damage or injury occurring on church property.

The couple will be held responsible for payment to correct all damages to church facilities and/or equipment due to abuse or misuse by the couple, their wedding party, family, and/or guests. The couple will be responsible for all damage or loss to the church as a result of its use, including damage caused by minors or guests. A minimum \$100 clean-up fee will be assessed to the applicant when the space used is not returned to its original condition.

Indemnification

The couple agrees to hold St. Peter U.C.C. harmless and to indemnify St. Peter U.C.C. against all attorney fees, settlement costs, judgments, litigation expenses, and cost of any kind which may arise out of or in connection with the use of the church facilities by the couple, its wedding party, family, and/or guests. If requested, the couple shall provide St. Peter U.C.C. with an indemnification agreement or certificate of insurance naming St. Peter U.C.C. as a designated or named insured under the policy. St. Peter U.C.C. is not responsible for any lost or stolen property.

Next Steps

If you wish to reserve a date for your wedding at St. Peter, click [here](#) to submit the wedding reservation form.

Wedding Reservation Form

The undersigned hereby applies for use of the St. Peter U.C.C. facilities as indicated below, at such time and for such fees as specified.

Name of Applicant 1:

Email address:

Phone Number:

Mailing Address:

Name of Applicant 2:

Email address:

Phone Number:

Mailing Address:

Wedding Rehearsal Date:

Wedding Rehearsal Time:

Wedding Ceremony Date:

Wedding Ceremony Time:

We have received, read, understand, and agree to the terms and conditions of the St. Peter U.C.C. Wedding Policy.

Signature of Applicant 1
Signature of Applicant 2