



Weddings
at First Baptist Owasso

Your Wedding at First Baptist Owasso

You're getting married! It's time to celebrate! We're happy to hear your exciting news and honored to be part of your wedding plans.

At First Baptist Owasso we believe in helping families build God-honoring, life-long marriages. A wedding ceremony will last a few short minutes, but a healthy marriage lasts a lifetime. We want to help you start your marriage strong. The steps you take leading up to your wedding ceremony and the vows you make to one another set the tone for the future of your marriage.

Scripture teaches that God should be at the center of all our relationships, especially our relationship with our spouse. God should be number one in our life while we are *becoming* one with our spouse. The closer you and your spouse grow to God the deeper and more intimate your relationship with one another will truly be. A wedding ceremony is a moment in time that changes all other moments after it. You and your spouse will stand before your friends and family to make a promise to one another and to God.

We've put together this booklet to help you understand how First Baptist Owasso can best serve you as you plan your **Wedding Ceremony, Rehearsal Dinner and Reception**.

We look forward to standing with you as you take your next exciting step of faith and join your life and family with your Beloved.



Getting Started

1. **SELECT** the preferred **date and time** of your Wedding Ceremony, Rehearsal Dinner and Reception.
2. **SUBMIT** your **Wedding Request Form** to the Church Office.
3. Your **Wedding Coordinator** will call to **SCHEDULE** an **appointment** with you to discuss details.

There's always something happening at First Baptist Owasso. The earlier you meet submit your Wedding Request Form the more likely you are to receive your preferred date and time. It is recommended that you complete this no later than **4 months** before your Wedding Ceremony.

Your FBCO Wedding Coordinator

Think of the Wedding Coordinator as your personal assistant and information specialist regarding your Wedding Ceremony, Rehearsal Dinner and Reception at First Baptist Owasso. They provide direction and assistance for everything related to your partnership with FBCO as you plan your wedding. Your Wedding Coordinator will:

- ◆ **Answer Questions** — about how FBCO can assist with your Wedding Ceremony, Rehearsal Dinner and Reception.
- ◆ **Coordinate Personnel** — every FBCO staff member or volunteer necessary to make your wedding a success will be contacted and managed by your Wedding Coordinator.
- ◆ **Coordinate Resources** — from tables and chairs to sound and lights and everything else FBCO has to offer, your Wedding Coordinator will make certain everything is in place and just right for your special day.

Your FBCO Wedding Coordinator specializes in all the details that affect your interaction with the people and resources of FBCO. You are responsible for coordinating clergy, musicians, decorations, florists, photographers, transportation, housing, outside catering and any other services or resources FBCO is not equipped to provide.

Who can be married at First Baptist Owasso?

- ◆ Either the bride, groom or their parents must be **Partnering Members** of FBCO.
- ◆ Both bride and groom must be **Christians** with an active faith that is clearly evident.
- ◆ Both bride and groom must be **active in a local church** prior to the date of the Wedding Ceremony.
- ◆ The couple must complete approved **Premarital Counseling** before the date of the Wedding Ceremony.
- ◆ The couple must not presently live together or be physically intimate as if they were already married.

Who can officiate my wedding at First Baptist Owasso?

- ◆ Any FBCO Ministerial Staff member or a minister approved by them and licensed by the State of Oklahoma.

Premarital Counseling

A marriage is a union between a husband and wife before God. A wedding ceremony is a service of worship that not only joins two people and their families, but paints a beautiful picture of Christ and the church. Experiencing a successful wedding ceremony is easy. Building a healthy marriage requires faithful commitment to God and one another. Premarital Counseling allows couples to explore those issues that will most affect life after the ceremony.

- ◆ Premarital Counseling is required and must be completed with any member of the FBCO Ministerial Staff or someone approved by them.

When can my wedding take place?

- ◆ Unless previously reserved for a scheduled ministry event FBCO facilities are available most Fridays and/or Saturdays for wedding ceremonies, rehearsal dinners and receptions.
- ◆ Friday Rehearsals, Rehearsal Dinners, Ceremonies or receptions may be scheduled between 4:00 and 8:00pm.
- ◆ Saturday wedding ceremonies and receptions may take place from 10:00am—4:00pm.
- ◆ Clean up must be completed and the wedding party off campus by 9:00pm.

How does setup and clean up work for my wedding?

- ◆ A member of the Custodial Guest Services Team will prepare FBCO resources in the Worship Center and Fellowship Hall for wedding ceremonies, rehearsal dinners and receptions. They will also clean up FBCO resources afterwards.
- ◆ The wedding party is responsible for setting up and cleaning up decorations, rentals and any other resource that does not belong to FBCO.
- ◆ Unless interrupted by unexpected FBCO activities, decorations may be placed in the Worship Center or Fellowship Hall on the day of the rehearsal beginning at 10:00am. Your Wedding Coordinator will manage any changes to this schedule.
- ◆ Items in the Worship Center and on the platform may not be moved without permission from the Wedding Coordinator.

Wedding Party Responsibilities

- ◆ The bride and groom are responsible for all fees, communication and coordination of wedding plans, rehearsal dinner and reception.
- ◆ The bride and groom are responsible for the actions of members of their wedding party.
- ◆ No alcohol, drugs or tobacco products may be used on campus.
- ◆ Throwing rice or confetti is not permitted in the building.
- ◆ In lieu of rice, birdseed may be thrown *outside* the building.
- ◆ No tape, nails, or glue are to be used on the walls, chairs or other FBCO property.
- ◆ No alterations may be made to FBCO facilities or equipment without permission from the Wedding Coordinator.
- ◆ Candles must be non-drip.
- ◆ Fresh flower petals may not be dropped in the aisle without an aisle runner.
- ◆ All decorations must be removed by 9:00pm on the day of the Rehearsal Dinner, Ceremony, or Reception.
- ◆ Schedule delivery and storage of rentals with your Wedding Coordinator. FBCO is not responsible for rental items or decorations stored at the church.

Your Wedding—Investment

WEDDING CEREMONY \$300

- ◆ Worship Center (800 maximum capacity)
- ◆ 1, Wedding Coordinator
- ◆ 1, Custodial Guest Service Assistant
- ◆ 1, Audio Engineer
- ◆ Rehearsal in Worship Center
- ◆ Center Aisle
- ◆ Stage Preparation—Black Drapes
- ◆ Black Wooden Candle Stands | Candles not included.
 - ◆ 1' - up to 12 available
 - ◆ 2' - up to 12 available
 - ◆ 3' - up to 11 available
- ◆ Tables for the foyer (4 available, round or rectangular)
- ◆ Guest Reception Podium in Foyer
- ◆ Aluminum Easel Tripods (up to 4 available)
- ◆ Bridal Suite—Room 104
- ◆ Grooms Room—Room 515
- ◆ Mirrors for Dressing Rooms
- ◆ Hanging Racks for Dressing Rooms

REHEARSAL DINNER—NON FBCO CATERED* \$200

- ◆ Fellowship Hall
- ◆ 1, Custodial Guest Service Assistant
- ◆ 5' Round Tables (20 available)
- ◆ 8' Rectangular Tables (7 available)
- ◆ Chairs (up to 200 available)
- ◆ Audio/Video:
 - ◆ Sound System
 - ◆ Projector/DVD

RECEPTION—NON FBCO CATERED* \$200

- ◆ Fellowship Hall
- ◆ 1, Custodial Guest Service Assistant
- ◆ 5' Round Tables (20 available)
- ◆ 8' Rectangular Tables (7 available)
- ◆ Chairs (200 available).
- ◆ Audio/Video:
 - ◆ Sound System
 - ◆ Projector/DVD

OPTIONAL RESOURCES

- ◆ Church Catered Meal..... \$7.50/Person
- ◆ Video Playback Director** \$75
- ◆ Lighting Director** \$75
- ◆ Videography..... \$600
 - ◆ 3, DVD's of Wedding Ceremony
 - ◆ 1, Director
 - ◆ 1, Engineer
 - ◆ 3, Camera Operators
- ◆ Tablecloths (25 available, round/white)..... \$5/Clothe
- ◆ Additional Rooms \$25/room

Additional resources may be available upon request and will incur an additional investment. For more information visit with your Wedding Coordinator.

- * ***Kitchen*** access, flatware or paper products are not available for meals catered from outside the FBCO Hospitality Staff. These should be provided by your caterer. Information about church catered meals is available from your Wedding Coordinator.
- ** Depending on the complexity of your ceremony these optional resources may be required. For details, visit with your Wedding Coordinator.

DEPOSITS and PAYMENT

A \$100 deposit is due when submitting your Wedding Request Form with final payment due one month prior to the date of the Wedding Ceremony. ***Your deposit will apply to the total cost of services provided.***

GOOD FAITH RETURN

For your Wedding Ceremony, if all FBCO guidelines have been followed you may receive a good faith return of \$100 to be sent from the church to you the week following your ceremony. The Wedding Coordinator along with FBCO Staff will determine how a Good Faith Return is to be applied.

ADDITIONAL EXPENSES

Traditionally, the wedding party provides an honorarium for the officiating Pastor and all musicians. These expenses are not managed by First Baptist Owasso but handled directly by the wedding party.

When considering an appropriate expression of appreciation for an officiating Pastor or musician consider the amount of preparation involved, the complexity of what you've asked them to do and the time required for the rehearsal and ceremony. If the officiating Pastor also performs premarital counseling the number of hours spent in counseling should also be considered.



First Baptist Owasso

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Version 2011