

MAJORITY BAPTIST CHURCH

400 Barksdale Blvd

POB 6032

Spartanburg, SC 29304

864-582-0675

Rev. Dr. Marcell D. Bush, Senior Pastor

GUIDELINES FOR WEDDINGS AND RECEPTIONS

Usage Fees for Non Church Members

DEPOSIT FEE: A refundable deposit of \$150.00 is required when you return this form. This is refundable only if the Church facilities are not damaged and left in order, and the time limits are followed.

1. Every one-half hour over the time limit will cost \$25.00. This will be deducted from your deposit. Whereas, one-half hour over = \$25.00, one hour over = \$50.00, and so on.
2. The deposit will also be used, if necessary, to cover damages incurred to the Church facility by the wedding party, or if there is excessive amounts of cleaning needed after the wedding.

FEES FOR THE USAGE OF THE CHURCH FACILITIES

Sanctuary (\$50.00 for cleanup)	\$500.00
Sanctuary and Gymnasium (wedding and reception)	\$600.00
Rehearsal Dinner (\$50.00 for cleanup)	\$150.00
Audio Ministry (Sound System, Fri & Sat)	\$ 50.00 each day
Pastor's Fee (if applicable)	\$150.00

GUIDELINES FOR USE OF THE SANCTUARY AND/OR GYMNASIUM

1. No food or drink is to be taken into the sanctuary.
2. No rice or bird seed is to be thrown inside the Church buildings, or outside the Church buildings. The bags are to be thrown without being opened.
3. Drip less candles must be used with a clear plastic covering on the carpet.
4. The furniture on the pulpit can only be removed by Authorized Church Personnel
5. The Church sound system is to be operated by Church authorized personnel only.
6. All decorations and accessories must be removed immediately after the wedding ceremony. If not, the Church will dispose them. Arrangements must be made with the Church Office prior to the wedding.

GUIDELINES FOR USE OF GYMNASIUM AND KITCHEN

1. No food, paper, or cups are to be left on tables, or on the floors.
2. All tables and chairs are to be returned to their original position.
3. All food and drink must be consumed in the gymnasium only.
4. We ask that you clean the kitchen before you leave.
The Church does not supply cleaning supplies.
5. If decorations and accessories are not claimed within one week, the Church will dispose them.
6. Caterer is responsible for table cloths, paper goods, eating utensils, plates, napkins., etc
7. **All Wedding Ceremonies are to take place from the floor of the Sanctuary in front of the pulpit (no exceptions).**
8. The **Pulpit Podium** cannot be moved or removed from the pulpit.
9. The Communion Table, Pulpit Chairs, and Pulpit Side Table can be removed, but only by Authorized Church Personnel.

TIME LIMITS

Wedding: Limited to two (2) hours

The Church building will be opened one hour before the wedding so that the wedding party can change clothes.

Wedding Rehearsal: Limited to two (2) hours (beginning no later than 6:00 PM)

Rehearsal Dinner: Limited to one (1) hour (Ending no later than 9:00 PM)

Reception: Limited to two (2) hours

