

## WEDDING GUIDE

Village Baptist Church  
1950 Mitchellville Road  
Bowie, MD 20716  
(301) 249-6448

Your wedding is one of the most important events you will ever experience. The wedding ceremony expresses the commitment you are making to one another as husband and wife. This wedding guide is intended to enhance your preparations for marriage. Please read the guidelines and complete the Wedding Information Sheet.

Counseling Sessions. The minister will meet with the couple prior to the wedding to discuss plans for the ceremony. He will explain the various aspects of the ceremony, and discuss with the couple their particular wishes and concerns. The minister will also discuss the marriage relationship, and Christian ideals for a happy marriage.

The Wedding Rehearsal. For smaller weddings a rehearsal may not be necessary. For a larger wedding a rehearsal is essential. All attendants, musicians, ushers, and other participants should be present. Parents and relatives are welcome to attend. Children must be supervised at all times. The minister will conduct the rehearsal according to the plans discussed. The usual time frame is about an hour.

The Music. Music should be appropriate to the occasion. You may supply your own qualified organist, or you may contact the church organist. Discuss with the organist your music preferences and her fee. Vocal selections by soloists, if desired, should also be appropriate.

The Photography and/or Videography. Photography and/or videography are permitted during the ceremony. Photographers/videographers should exercise discretion so as not to distract from the proceedings. Formal and informal pictures of the bridal party and family members also may be taken following the ceremony.

Throwing of Rice. Rice may not be thrown in the church or on church grounds.

Flowers and Other Decorations. Floral arrangements may be provided. Bows may be affixed to pews, but must not damage furniture or finish. An aisle runner (50 feet), candelabra, or other furnishings are optional. Delivery of flowers to the church before the ceremony must be coordinated with the minister. Pulpit furniture moved before the rehearsal must be replaced after the ceremony.

Marriage License. A Prince George's County marriage license is required. Applications must be made at the Circuit Court Annex in Upper Marlboro at least two (2) working days before the wedding, earlier if possible. The minister must have the license to perform the ceremony.

The Wedding Reception. The Village Baptist Church Fellowship Hall is available for wedding receptions for an additional fee. No alcoholic beverages may be served. The kitchen may be used as a staging area, though not for food preparation. No smoking is permitted in any part of the church building.

Expenses of a Church Wedding. The following expenses are incurred for facilities:

- (a) Use of sanctuary: \$800 (cash or check payable to Village Baptist Church);
- (b) Use of fellowship hall & kitchen: \$800 (cash or check payable to Village Baptist Church);
- (c) Services of the minister: \$400 honorarium (cash or check payable to the minister);
- (d) Musicians: fee as negotiated.

**VILLAGE BAPTIST CHURCH**  
**1950 Mitchellville Road**  
**Bowie, MD 20716**  
**WEDDING INFORMATION SHEET**

Wedding of \_\_\_\_\_ and \_\_\_\_\_  
(Full name of bride) (Full name of groom)

Bride's address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_

Groom's address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_

Church affiliation: Bride \_\_\_\_\_ Groom \_\_\_\_\_  
(if any)

Address following marriage \_\_\_\_\_

\_\_\_\_\_

Date of wedding \_\_\_\_\_ Time \_\_\_\_\_

Date of rehearsal \_\_\_\_\_ Time \_\_\_\_\_

Facilities required: Sanctuary \_\_\_\_\_ Number of dressing rooms \_\_\_\_\_

Fellowship Hall \_\_\_\_\_ Kitchen \_\_\_\_\_

Ceremony: Best Man \_\_\_\_\_ Maid of Honor \_\_\_\_\_

Number of: Bridesmaids \_\_\_\_\_ Groomsmen \_\_\_\_\_ Ushers \_\_\_\_\_

Ring Bearers \_\_\_\_\_ Flower Girls \_\_\_\_\_ Other Participants \_\_\_\_\_

Soloist \_\_\_\_\_ Name \_\_\_\_\_

Organist \_\_\_\_\_ Name \_\_\_\_\_ Fee \$ \_\_\_\_\_

Church Sanctuary \_\_\_\_\_ Fee \$ 800

Fellowship Hall & Kitchen \_\_\_\_\_ Fee \$ 800

Minister \_\_\_\_\_ Name \_\_\_\_\_ Fee \$ 400

Total Fees \$ \_\_\_\_\_

\*Make out separate checks (or cash) for each and bring to rehearsal.

Do you have any questions you would like to ask the minister? \_\_\_\_\_  
If so, please write them on the reverse side of this application.

Date \_\_\_\_\_ Bride \_\_\_\_\_ Groom \_\_\_\_\_

Your signatures indicate that you understand the fees and rules in the Wedding Guide and your willingness to abide by them. If you have any questions, call 301-249-6448.