

**CROSS OF CHRIST LUTHERAN CHURCH
GUIDELINES FOR CHURCH USE BY NON-MEMBERS**

Weddings, receptions--groom's dinner, bridal showers, baby showers, birthday parties, family reunions, etc. (exception of 4-H)

1. **For Weddings** – The couple and officiant (if other) are required to meet with the Pastor to determine that the service is compatible with the church mission.
2. **A Non-refundable reservation deposit of \$100 is required.**
3. **Sanctuary** – Fees
Large wedding \$250 Small wedding (25 people or less) \$100
***No church property may be moved or rearranged.**
***There is to be no non-sacramental use of alcohol in church- owned buildings or parking lot and no smoking in church buildings.**
4. **Fellowship Halls** – Fees
Large event (receptions) \$150
Small event (25 people or less) \$50
Make check payable to "Cross of Christ Church" for 2, 3, and 4.
5. **Organist** – A fee of \$200 (for weddings) will be charged for the services of the church organist. Make check payable to the organist. For other events, the fee will be negotiated.
6. **Custodian** – The custodian is responsible for setting up and returning tables and chairs and cleaning up afterwards. There is a custodial fee of \$100 for all receptions, groom's dinner, etc.
If a second hall is needed for overflow, an additional \$50 custodial fee will be required.
7. **Custodial Fee for Weddings**
Large wedding \$200; Small wedding (25 people or less) \$100
*The Groom's dinner is not included in the wedding fee, see #6 above.
Make check payable to the custodian.
8. **Pastor**– If clergy from Cross of Christ is used, there will be a \$250 fee paid to the Pastor. A fee of \$300 dollars if they wish to do premarital counseling through the Pastor. **Make check payable to the Pastor.** Note: *Couples must complete premarital counseling through the Pastor or another licensed or certified pastor or marriage and family therapist by the date of their wedding.*
9. **Food** – All food, beverages, and paper products must be furnished by the family. **(No red or purple beverages are allowed.)**
If food is served by a non-member: A Kitchen Committee Member must be present at the event. A fee of \$50 will be charged for the use of the kitchen.

Note: If linen tablecloths are used, an additional fee of \$50 will be charged. **Make check payable to "Cross of Christ WELCA."**
10. **Overnights** – Charges for groups staying overnight will be \$5 per person, payable to the church and \$100 payable to the custodian, with adult supervision at all times during the event.
11. **Rentals** – No movable church property (tables, chairs, kitchen utensils, etc.) can be removed from the church premises or rented out.