

You may wish to use it during your wedding to play tapes for processions/recessions and/or special music. Whenever our sound system is used, an authorized person from our Media Department **must** be present to operate the system.

### *The Rehearsal*

Each wedding party is given one hour for the wedding rehearsal – normally it is held 2 days before the wedding – i.e. a Thursday rehearsal for a Saturday wedding. It is extremely important that the exact time indicated for the rehearsal be observed. Care should be taken to have all members of the wedding party at the rehearsal – parents, singers, groomsmen, bridesmaids, etc.

### *Photography and Videography*

Flash pictures are permitted in the Sanctuary once the ceremony begins. However, your photographer **must** also abide by the wedding policy of our church. Video recording of the ceremony may be done in certain areas of the Sanctuary. It is imperative that the photographer and videographer work well together to get the best of both services

### *Decorations*

Our Church should be seen as a place of worship of which your wedding will be a part. Zoe Christian Fellowship provides a basic decorations package as part of your fees. (See enclosed).

All other decorations should be consistent with the sacred nature of the worship facility. With the Wedding Director's approval, pulpit and platform furniture may be re-arranged to accommodate plans for your wedding.

To protect our Church furniture and walls, no thumbtacks, staples, nails, screws, hooks, scotch tape, adhesive tape or masking tape is to be used in the Sanctuary, South Worship Center or Weary-Smith Fireside Room. Balloon decorations are only allowed in the Fireside Room and South Worship Center. Any floral arrangements contained in water must be placed on plastic.

### *Basic Rules of Conduct*

#### *While on Church Grounds*

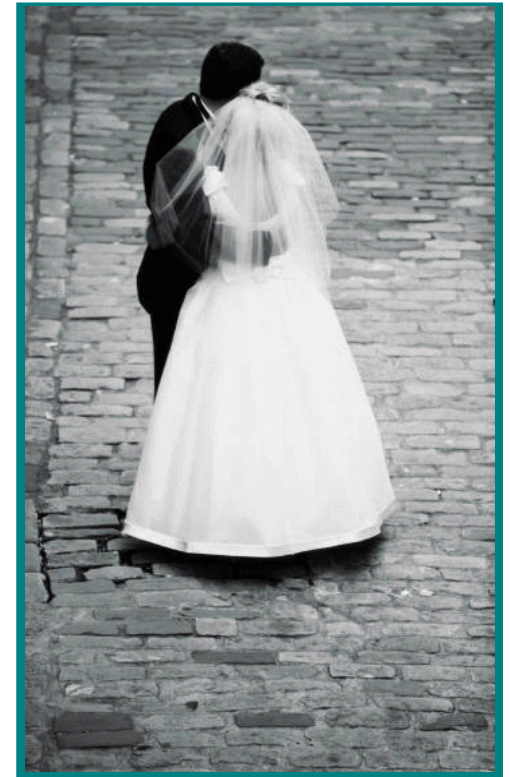
Zoe Christian Fellowship is a house of worship, please note the following:

- No drinking of any alcoholic beverages at any time – anyone under the influence will be asked to leave.
- No food or beverages are permitted in the main building,
- Smoking is not permitted on the church premises.
- Showering the bride and groom with rice, bird seed, confetti, etc. is “not” permitted on the Church grounds.
- It is expected that the gown and attire of the wedding party be in good taste and appropriate for the occasion.

Abuse of any of these policies may result in the cancellation of the use of our facility at the discretion of the, Pastor or Officiating Minister and/or Wedding Director.

Please feel free in contacting Minister Arnold Carter at the Ministerial Staff office at any time @ 562-906-5000 x 113; email [acarter@zcf.org](mailto:acarter@zcf.org). Dorri Robertson, Wedding Director can be contacted at 562-906-5000 x 142 or via email [drobotson@zcf.org](mailto:drobotson@zcf.org).

# *Your Wedding*



*Zoe Christian Fellowship  
of Whittier  
10252 Mills Ave  
Whittier, CA 9064*

### *The Church*

We are pleased that you have selected Zoe Christian Fellowship as the place for your wedding! It is our prayer that every aspect of your wedding, whether large or small will be holy and beautiful. It is our conviction that marriage is instituted by God and it is appropriate that you seek His blessing on your new marriage relationship.

In order to make this important event one of complete reverence and deep joy, it is our belief that everything should be “done decently and in order”. To assist you in preparing for your wedding, please note the following:

#### *How to Begin*

Arrangements for your wedding should be made in consultation with our Wedding Director. All arrangements should take in to consideration the regularly scheduled services and activities of our church which will take precedence.

#### *Our Wedding Director*

Our Wedding Director, Dorri Robertson, is available to assist you with the plans for your wedding ceremony as it relates to Zoe Christian Fellowship. She knows about our procedures, facilities and furniture. She will provide assistance in making your church ceremony a wonderful occasion. The couple should contact Mrs. Robertson @ 562-906-5000 x 142 or email her at drobertson@zcf.org, before making wedding plans.

#### *Date and Time*

The church and facilities should be reserved no less than six (6) months in advance of your wedding. A conference with one of our staff ministers is required prior to your wedding date confirmation.

The latest in the day you can schedule your wedding on a Saturday is 4:00 p.m. due to Sunday services. Following your wedding, the facilities are cleaned and prepared for our Sunday Worship Service.

After receiving confirmation of your wedding date, a **non-refundable** deposit of **\$200.00** is necessary to secure your date. All financial commitments must be done **30 days** prior to the wedding ceremony. Your marriage license must be in the officiating pastor's office 2 weeks prior to the wedding date.

### *Pre-Marital Counseling*

Since you have decided to have a Christian ceremony performed by a staff minister, you should look to them to give counsel and interpretation of the Christian meaning of marriage. It is necessary to allow a minimum of 6 months prior to your wedding date to be on the Church Calendar, and a written approval of wedding the wedding date from the Pastor's or Wedding Director's office. You should plan to meet to discuss the responsibilities and obligations that are involved in Christian marriage. A requirement, for Zoe Christian Fellowship members, of at least (4) counseling sessions and a Marriage Assessment session with one of our Ministers on staff (a \$35.00 charge for processing). Both bride and groom are required to attend.

Engaged couples are required to follow the current procedures required by the Pastoral Office. The attending Staff Minister will give you all details at your first counseling session.

It is desired that the engaged couple meet with 2 pre-assigned couples at least 30 days prior to wedding and have all counseling completed. Additionally, to encourage you in your marriage, plan to have a first wedding anniversary counseling appointment within 3 months following your anniversary. Of course, any time needed counseling appointments can be made through the Staff Minister's office.

### *Officiating Pastor*

#### *and Wedding Vows*

Zoe Christian Fellowship does not permit custom wedding vows. Please discuss any issues with your officiating minister. It is understood that all weddings in this church are performed by one of our staff ministers unless prior arrangements are made.

Pastor Edward Smith, our Founding Pastor is available to members as his calendar permits. Please check with Staff Minister or Wedding Director to confirm.

### *Dressing Rooms*

Our facilities are such that the bride and her attendants may dress at the church. It is requested that all makeup is applied prior to arrival. To avoid spills on wedding gown, dresses, carpet, etc. no liquid make-up, fingernail polish or liquids of any kind are permitted in the dressing room. All items must be removed from the dressing room prior to the wedding. Please provide 1 or 2 hostesses to assist with removal of items. Groom and groomsmen are asked to come dressed as there is only a waiting area for them.

### *Responsibilities*

Arrangement must be made for the prompt return of borrowed or rented articles that may be used in the wedding. While every reasonable effort is made to injure their safety, the church cannot be responsible for such items.

The Church assumes no responsibility for wedding gifts and/or any rental items acquired by the wedding couple. The wedding party is to provide security for all wedding gifts and attend to their removal

Should musicians other than the church pianist is to be used, the wedding party shall be responsible for any damage done to the musical instruments. The wedding party shall be responsible for any damage done to the furnishings or building by guests, the bridal party, florist, photographer, etc.

### *Music and Audio Needs*

Since music will play such an important part in setting the proper mood for your wedding, the music selected should be conducive to the spiritual nature of the service. The choice of music will be subject to the approval of our Wedding Director.

Taped music for your ceremony is allowed as well as singers and musicians. However, musical equipment must be kept to a minimum. We have an excellent sound systems in our Sanctuary, Daniel Weary-Smith Fireside Room and South Worship Center.