



# Weddings at Geist Christian Church



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Marriage is one of the most important commitments made in one's life. The ministers and staff are honored that you are considering having your wedding at Geist Christian Church. We want to help make your wedding as special as possible. This brochure outlines many things to keep in mind when having a wedding at the church.

## The Facilities

Geist Christian Church has two locations. If you choose to have your wedding at either campus, please specify to your wedding party and guests which campus as GPS routings and suggested locations vary depending on the GPS software.

**Mud Creek Campus** (8550 Mud Creek Road, Indianapolis, IN 46256) features a traditional sanctuary and can accommodate a maximum of 375 guests.

**Promise Road Campus** (12756 Promise Road, Fishers, IN 46038) features a multi-purpose room used for contemporary worship space and can accommodate a maximum of 450 guests.

## Time Availability

One hour is allotted for a rehearsal (usually the day before the wedding). On the day of the wedding, the facility is available for a three-hour time block beginning two hours prior to the service time and continues to one half hour after. **EXAMPLE:** If a service is scheduled for 3:30pm, the building would be available from 1:30– 4:30 pm. This block of time allows for delivery of flowers, dressing, photography, the ceremony itself and greeting guests on site following the service. Additional time (if available) may be requested before the service at an additional fee.

## Staff

**Wedding Coordinator** — This person is the initial contact and can provide tours of the facilities, confirm calendar availability, explain fees, and communicate with other church staff about the details of the wedding.

**Wedding Hostess** — This person is present at the rehearsal and the wedding and assists in various details such as coordination of photographer, seating of guests, processional order, etc.



Minister — The minister is authorized by the State of Indiana to perform weddings and sign marriage licenses. A minister will be assigned by the wedding coordinator depending on availability. Ministers require at least two sessions with the couple to get acquainted and plan the ceremony. If a couple requests a minister not on the Geist Christian Church staff, this minister must be approved by one of the lead pastors.



Musician —The lead musician at the selected campus will coordinate all music in consultation with the couple. All music played after the seating of respective families must be sacred in nature. No recorded music is permitted.

Other Staff — A sound board operator will insure sound levels for minister, musician, and other speakers. An optional tech person is available at an additional fee and can provide a livestream of the ceremony on the church's YouTube channel. Childcare staff can be arranged at an additional cost.

## **Additional Information**

Marriage License — The couple must obtain a marriage license by applying at the County Clerk's office in the county of residence. The license must be given to the wedding hostess at the rehearsal.

Decorations — It is the responsibility of the couple to inform other wedding vendors (i.e. florists) of church policies and time allocation. If attaching anything to pew ends, only pew clips may be used. If the church is already decorated for another event (Christmas, Easter), no church decorations can be removed. Two floor-standing candelabras and a kneeling bench are available if desired at no additional charge. A unity candle or other items necessary for the ceremony are the responsibility of the couple. If an aisle runner is desired, it must be furnished by the couple (the center aisle is 72 inches wide and 50 feet long). Only bubbles, bells, and flower petals are permitted as a send-off as the couple departs, not rice, birdseed or confetti.

Photography — During the ceremony, flash photography is only allowed up to and including the bride's processional. Available light photos may be taken from the back of the sanctuary during the ceremony itself. Video cameras must remain stationary during the service.

Smoking is not permitted inside the building, and alcohol is not allowed on the property (including parking lots).

# Wedding Fee Schedule

A non-refundable deposit of \$200 is required to reserve a date. Reservations may be made one year in advance. Full payment must be made one month in advance of the wedding date.

BASE FEE – includes use of wedding space, gathering space, and dressing rooms for three hours on day of wedding, plus one hour rehearsal time (usually previous day). Base fee also includes minister, musician, wedding hostess, and sound board operator. No adjustments if staff minister or musician is not needed.

Member Base Fee (member at least 90 days prior to reserving date)	\$800
Non-Member Base Fee	\$1,300

## Optional Additional Fees

Childcare	\$50
Large Weddings (over 200 guests AND/OR over 5 attendants per side)	\$100
Additional Building Use Time	\$100/hour
Livestream Tech	\$100



### **Mud Creek Campus**

8550 Mud Creek Road, Indianapolis, IN 46256

### **Promise Road Campus**

12756 Promise Road, Fishers, IN 46038

Phone: 317.842.3594    [www.geistchristian.org](http://www.geistchristian.org)

A congregation of the Christian Church (Disciples of Christ)

