

GRACE CHURCH WEDDING POLICY AND PROCEDURES

Grace Church of Albuquerque is privileged to have the facilities and resources to participate in the uniting of souls through marriage. We believe that marriage is holy and ordained by God, and that a wedding is a worship celebration between two people who are devoted to Jesus Christ. Our goal is to help build joyful, strong, God-honoring marriages. We firmly believe that the body of believers must come alongside couples to give them support and the tools to achieve healthy, lifelong marriages. The following is Grace Church's policy and procedures for weddings to be performed at Grace Church, regardless of whether a Grace Church pastor is part of the ceremony. Step 1 is for you to confirm that Grace Church facilities and/or pastors are available on the day of your wedding.

RESERVING A DATE AND GRACE CHURCH FACILITIES

To begin the reservation process:

- Contact the church's event coordinator at jessica@gracechurchabq.org or 505-821-8800. We will need your name, contact information, wedding date and information about which church resources you require (e.g., an officiating pastor, the Worship Center, commercial kitchen, café area, outdoor space, etc.). The event coordinator will contact you within two business days to let you know whether the facilities requested are available.
- If your date is available, the event coordinator will email you an application and contract, which you must return with signatures and deposit fees (see Page 3). Please note: We can only hold your wedding date for seven business days without a contract and deposit, so timely return of these items is important.
- Checks, MasterCard and Visa are accepted. Refunds are available up to two weeks before event.
- Applications should be mailed or delivered to:
Grace Church of Albuquerque
6901 San Antonio Drive N.E.
Albuquerque, NM 87109

Our policies are determined by our statement of faith, which includes our belief that the whole Bible is God-inspired and is our authority. The policies are also in line with our mission, vision, values, purpose and core competencies. All of these can be read in full [on our website](#). By entering into a wedding contract with Grace Church, you are agreeing to hold a wedding that does not contradict Grace Church doctrine, values or core competencies. If you have questions about this policy, please contact Pastor Aaron Giesler at aaron@gracechurchabq.org. Grace Church pastors have full discretion to approve or deny all wedding requests.

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OVERVIEW OF GRACE CHURCH DOCTRINE, VALUES AND CORE COMPETENCIES

We are privileged to be a part of your wedding. The following is a brief overview of our beliefs. You can read our full doctrinal beliefs, as well as our mission, values and purpose online. It is important to us that our resources and people are part of ceremonies that do not contradict the core of who Grace Church is.

Values

We operate:

- Biblically – The Bible is important and our authority
- Graciously – We do all things with grace
- Joyously – We have a joyous atmosphere
- Lovingly – We create a loving community to help people live in the freedom of the grace of Christ's Gospel

Core Competencies

We are:

- Inclusive
- Nonjudgmental, with a foundation of grace and not condemnation
- Multigenerational

Essential Doctrine

Here are the essential Grace Church's doctrinal beliefs; our entire doctrinal statement can be found [here](#). Your wedding celebration at Grace Church must not include any act or teaching that contradicts these beliefs:

- **The Trinity:** The triune God, Father (Gen. 1:1), Son (John 10:30), and Holy Spirit (John 4:24).
- **Verbal inspiration of Scripture:** The verbal inspiration and plenary authority of both Old and New Testament (2 Tim. 3:16, 17).
- **Justification by Faith:** Justification on the single ground of faith in the shed blood of Jesus Christ (Acts 13:38, 39)
- **Person and Work of the Holy Spirit:** The personality of the Holy Spirit, who convicts the world of sin, and regenerates, indwells, enlightens, and guides the believer (John 16:8; I Cor. 3:16)
- **The Blood Atonement:** The shed blood of Jesus Christ, the only atonement for sins (Romans 3:25).
- **The Resurrection:** The bodily resurrection and Lordship of Jesus (Acts 2:32-36; 1 Tim. 2:5)

PREMARITAL CLASSES

We require that couples complete premarital counseling prior to their wedding. This can be done at Grace Church or at your home church. Contact the administrative assistant to arrange Grace Church marriage mentoring. Our classes are designed to ensure that couples have the tools they need to have a lasting, healthy and loving marriage. Please send a letter from your marriage counselor verifying that this has been completed at least one month prior to the wedding.

GUEST OFFICIATE

All Grace Church pastors are ordained and can perform wedding ceremonies. Guest ministers are allowed to officiate weddings at Grace Church, at Grace Church's discretion. On the wedding application, you must give Grace Church any guest minister's name, contact information and church affiliation.

GENERAL GUIDELINES FOR USE OF GRACE CHURCH FACILITIES

- An orientation and walk-through with the church event coordinator is required for facility usage.
- Your rehearsal will be held on the night before the wedding unless otherwise indicated.
- Rehearsals will be scheduled around Grace Church's Core Ministries' facility usage, such as worship rehearsal or youth events.
- Contact the event coordinator to arrange times to decorate, prepare/serve food, or any other need you might have.
- Please **do not** move or remove furniture (including musical instruments) or furnishings from the Worship Center. Let the event coordinator know what your décor requirements are, and he will arrange to have Grace Church staff accommodate your requests.

AUDIO/VISUAL NEEDS

The wedding application includes space for you to let us know what audio/visual needs that you may have for your wedding, including music, microphones and video playback. You **must** use a Grace Church approved and trained A/V technician, whose hiring is included in your facility rental fee. You must submit all audio and video to your technician at least one week prior to your event, so that he or she can test compatibility with our A/V technology. All files must be in digital format (MP3, MP4, JPG, MWV, WAV, etc.) or playable (not writeable) disc. We also ask that all video and music used as part of your celebration are free from coarse language and imagery.

WEDDING FEES

Fees for weddings at Grace Church are determined by which facilities and resources you require. The fees cover the following mandatory expenses:

- Use of church facilities (Worship Center, kitchen(s), café area, etc.)
- Premarital course
- Additional rooms used for preparations, such as dressing areas
- Audio/Visual technician
- Event technician to set up, reset the facilities, secure facilities, etc. (for rehearsal and day of ceremony)
- Grace Church officiating pastor

Security Deposit – 50% of Wedding and Reception Cost

A security deposit is required to secure the date of your event. It will be applied toward the total wedding fee.

Disclaimer

Grace Church reserves the right to recover the cost of any damages by wedding party and guests.

WEDDING CEREMONY CONTRACT

We agree to all terms and conditions set forth by Grace Church of Albuquerque.

_____ and _____
Print Print

_____ and _____
Signed Signed

Date: _____

Date of Wedding: _____

Grace Church Coordinator: _____ Date: _____

Deposit Received By: _____ Date: _____

Couple's contact information

Phone 1: _____ Phone 2: _____

Email 1: _____ Email 2: _____