



Message from the Senior Pastor

Congratulations!

I am grateful that God has brought you to this point in your life together. Committing yourselves to one another for the rest of your lives is a huge step of faith, and so it's good that you are beginning this journey in the right place: the Church.

The Providence Baptist Church congregation considers it both a privilege and a joy to help you start your marriage well. It is part of what we hope will be an ongoing relationship with you as your life progresses and your faith grows.

To begin the planning process for your wedding here, please read over our Wedding Policies and Procedures carefully, then contact our wedding director who will guide you through all the necessary preparations and be a resource for you during the wedding rehearsal and ceremony. At Providence, we consider weddings to be, first and foremost, services of worship, so please keep that priority in mind as you begin to think about what you want your service to look like.

The ministers on staff at Providence each have their own way of doing premarital counseling and preparation, but all of us require that you make these conversations part of your getting-ready process. The minister who officiates your wedding will offer more specific details about these preparatory sessions at your first meeting together.

We are glad to serve as host for your wedding and will do our very best to make the beginning of your new life together a day that honors God and strengthens you for the years ahead.

May the peace of Christ be with you!

Sincerely,

A handwritten signature in black ink, appearing to read "Lee Canipe".

Lee Canipe, Senior Pastor, Providence Baptist Church

Wedding Policy and Procedures

Providence Baptist Church

Charlotte, NC 28211

Jesus said, "At the beginning, the Creator made them male and female and said 'For this reason a man will leave his father and mother and be united to his wife, and the two will become one flesh.'" Matthew 19: 4-5

Providence Baptist Church is pleased and honored to make our sacred space available for the Christian weddings of our members as well as for our community. The wedding ceremony is a worship service where the bride and groom pledge themselves to one another in the presence of God and begin their marriage with Christ as the foundation. We believe in providing a spiritual, loving, and nurturing relationship to all the couples beginning their married life together at Providence Baptist Church.

Providence Baptist Church will host weddings for active church members and members of our community. We define an active member as someone who:

- Regularly attends Worship and Faith Formations.
- Regularly gives to support the ministries and missions of the church.
- Regularly volunteers in service to the church.

Requirements for Marriage at Providence

- Premarital counseling sessions with the Providence Minister officiating your wedding.
- A valid marriage license which must be obtained by the couple and brought to the officiating minister on the day of the wedding.
- Providence Baptist Church appointed wedding director.

The Minister

The ministers of Providence Baptist Church officiate at all weddings. Guest Clergy may officiate with the approval of the Senior Pastor.

Organist/Pianist and Wedding Music

Because the wedding is a worship service, all music should honor God and the sacredness of the occasion. All music selections and methods of performance should be approved by the Providence Baptist Minister of Music or his designee. While it is customary (and strongly encouraged) to contract with the current Church Organist/Pianist for the ceremony, using a guest Organist/Pianist is allowed. Coordination with the Church Organist/Pianist is required for any wedding in which church instruments will be played. Use of additional musicians, including

soloists or instrumentalists should also be discussed and approved by the Minister of Music or his designee. Additional arrangements and fees may apply to musical needs that extend beyond normal wedding practice.

Wedding Directors

It is required that the services of a church appointed Wedding Director(s) be engaged. The Wedding Director(s) represents the church in coordinating the many details of your wedding and rehearsal withing the church. Her responsibilities include but are not limited to:

- Ensuring that the church is ready for the rehearsal and wedding.
- Coordinating the audio set-up and sanctuary lighting.
- Assisting the minister with the rehearsal.
- Monitoring time schedules related to the ceremony.
- Coordinating the seating of guests, processional, the recessional and send off.
- Ensuring that the church is cleaned after the wedding.
- Overseeing other facilitation needs within the church.

A wedding director will be assigned 3-6 months prior to the wedding. All inquiries made after this point should be made directly to the wedding director. Once the assignment is made, she will contact the bride to schedule a meeting to discuss plans and answer questions.

Flowers and Decorations

- The Sanctuary is a place for worship. Furniture and altar equipment inside the chancel may not be moved.
- Nails, tacks, pins, wire, and glue should not be used to fasten decorations to the furniture, pews, or building.
- The furniture and floor must be fully protected from moisture at all times. Florists will be held responsible for any damage done to the building or furniture due to neglect.
- Floral/foilage arrangements (single or double) may be used in the altar area.
- Artificial or silk rose petals may be used inside by the flower girl only.
- No rice, birdseed, sparklers or rose petals may be thrown on the exterior of church property. Bubbles may be used outside.
- All decorations should be removed from the building immediately after the wedding unless special permission is granted to postpone removal.
- Church access for flower delivery and decorating is two hours prior to the beginning of the ceremony.

A full list of Providence Baptist Church decorations available for your use is located on the last page of this policy.

Photographers/Video

- No wedding party photos are to be taken in the Sanctuary prior to the ceremony. There are beautiful outdoor areas suitable for pre-wedding photos.
- Pre-wedding photos of the groomsmen should be completed no later than one hour before the ceremony begins.
- Flash photography is not permitted following the processional. After the processional the photographer moves to the rear balcony for Sanctuary weddings and rear of the chapel for chapel weddings, for photography during the ceremony. Flash photography may resume when the ceremony ends, and the recessional begins.
- Church access for photographers is two hours prior to the ceremony. All photography must be completed within 45min after the ceremony ends.
- A video photographer may only video from a camera in the rear balcony that is not visible to congregation.
- Once the prelude music has begun there will be no further access to the chancel area.

Miscellaneous Policies

- No weddings will be scheduled on New Year's Eve, New Year's Day, Easter Weekend, Memorial Day Weekend, Independence Day Weekend, Labor Day Weekend, Thanksgiving Weekend, Christmas Eve and Christmas Day.
- There is a wedding parlor for the bride and her wedding party to dress in for two hours prior to the ceremony.
- The groom and groomsmen should arrive at the church in their wedding attire not later than an hour before the wedding. They will gather in the music suite until the ceremony begins.
- Smoking and alcohol are not permitted in any area of the church.
- It is expected that members of the wedding party will not come to the rehearsal or wedding under the influence of alcohol.
- Child attendants may be allowed after consultation with the wedding director.
- One-hour time increments are available for the wedding rehearsal, beginning anytime between the hours of 5pm and 7pm. It is imperative that the bride and groom ensure that members of their wedding party arrive promptly for the rehearsal.
- A wedding planner, if engaged by the bride, will have no responsibilities for the wedding activities within the church, at either the rehearsal or the day of the wedding. All activities taking place at the church will be under the guidance of the church's appointed wedding director.
- The bride is responsible for providing a copy of the wedding policy to the florist, photographers, and wedding planner.
- The couple is responsible for the honorariums to the ministers.

Providence Baptist Church decorations available for use

The use of these items is included in your fees.

- Brass candelabras
- Dripless candles
- Unity candles
- Kneeling bench
- Pew markers
- Unity candle stands.

