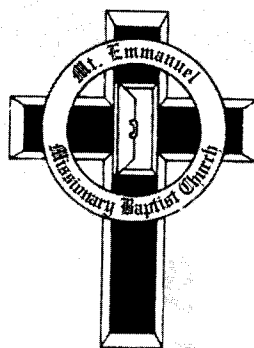


Mt. Emmanuel Missionary Baptist Church

Rev. Tony Boyce, M.Div., Pastor

Deacon Calvin Pepper, Chairman
Deacon James Brown, Treasurer
Helene Goodjoin, Minister of Music



Organized
1896

Trustee David C. Mitchell, Clerk
Trustee Pam Sims, Financial Secretary
Mary Garces, Administrative Assistant

WEDDING, REHEARSAL FEES AND RULES

Wedding and Rehearsal Fees are based on your desire for various services and the personnel necessary to perform them. Payment should be made as follows: by cash, or by check payable to "Mt. Emmanuel Baptist Church" (receipt will be given at the time of payment even if you pay by check) **All Payments are to be delivered to the Administrative Assistant two weeks prior to the wedding.** A \$100 deposit is required at the time when the wedding date is confirmed along with this form signed by you in agreement with all of the fees and rules. The deposit will be returned after the wedding, less any damage, or moving of any church property did not occur, (you will receive a list of what the church allows and doesn't allow) Please sign that list as well and return it with this one to confirm that you are in agreement with the list of rules. If something has been moved or damaged, the deposit will not be returned. The services and fees for Wedding & Rehearsal are listed below.

<u>DESCRIPTION</u>	<u>MEMBER</u>	<u>NON-MEMBER</u>	<u>SERVICES CHOSEN</u>
DEPOSIT	\$100.00	\$100.00	Mandatory
USE OF FELLOWSHIP HALL & KITCHEN	\$150.00	\$250.00	()
FACILITY: Worship Center, Dressing Areas	No Charge	\$150.00	()
WEDDING COORDINATOR: Planning & Coordination of Rehearsal & Wedding	\$50.00	\$50.00(one time fee)	Mandatory
MAINTENANCE PERSONNEL: Rehearsal & Wedding	\$100.00	\$100.00(one time fee)	Mandatory
SOUND DIRECTOR Rehearsal & Wedding	\$75.00	\$75.00 (one time fee)	Mandatory
ORGANIST AND/OR PIANIST	\$75.00	\$75.00	()

Total Service Fees:

If you desire the services of Mt. Emmanuel's Organist or Pianist, you can work with the Wedding Coordinator in arranging for their services with at least two weeks prior to the wedding and either the Organist or Pianist can be at the rehearsal as well.

If you agree with Mt. Emmanuel's Wedding & Rehearsal Fees please print, sign and date you signed this agreement below.

Print your name _____

_____ Date

Signature _____

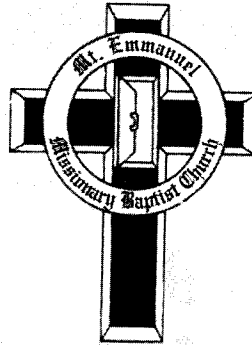
_____ Mrs. Mary Lourdes Garces Admin. Assist.

316 SPARTANBURG STREET, GREENVILLE, SOUTH CAROLINA 29607
PHONE (864) 232-5152 • FAX (864) 232-5161 • www.mtemmanuel.org

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List of things that are not to be moved

The things marked with an (*) cannot, in any circumstance be moved in rehearsal or the wedding day, all others will be removed and put back by our staff member prior to your wedding. If using the fellowship hall & kitchen area, we will have a staff member available should you decide to keep any food warm using the steel banquet warming table.

Worship Center

- *Drums
- *Conga Set
- *Piano
- *Organ

Pullpit, keyboard, chairs behind the pullpit and communion table will be removed by our staff member prior to the wedding day.

Fellowship Hall & Kitchen

- *Piano
- *Steel Banquet Warming Table (we will have a staff member assist in setting up your food, keeping it warm and serving it as your guest pass by)

Dressing Areas

Bride and brides maids - Choir Room
Groom and Men - Downstairs (basement)

- *Any furniture and/or electronics that may be in that room

Please sign to confirm that you agree with the above.

Print

Date

Signature