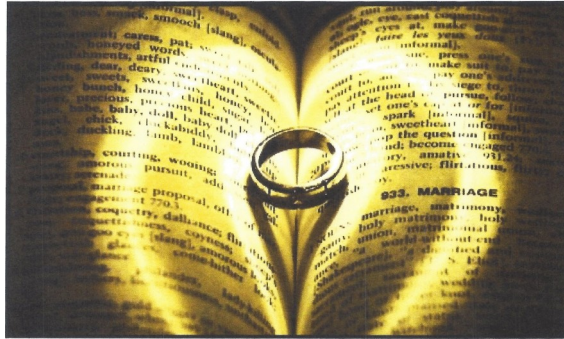


MEMBERS

Guidelines in Preparing For Your Wedding At New Hope Church



...Bone o/My Bone, Flesh o/My Flesh ... "
Genesis 2:23

MEMBERS

Congratulations and God bless you as you begin the preparations for your wedding day. We are delighted that you have included us as part of one of the most important events in your life. We hope that our service will be of great help and have prepared this packet of information to explain the guidelines of having your wedding at New Hope Church.

After reviewing the wedding packet, we ask that you contact the church office (734-728-2180) or Cussandra McAfee (313-575-1102) if you have any questions. Please sign and return the packet pages to the church office. Next step will be to meet with a New Hope wedding coordinator (Cussandra will contact you to assign). We ask that only those identified as the point of contact (bride and groom or their designee) attend this meeting. The goal is to limit the number of people involved as points of contact for decision making.

All wedding ceremonies, at New Hope Church, are directed by a New Hope Wedding Coordinator. It is the role of the New Hope wedding coordinator to approve the wedding program, assist the bride and groom, and to ensure a memorable day for the couple and those in attendance.

Bride Initial Groom Initial

Reserving the Church

Please sign and return the *Bride and Groom Informational Page and Guideline for Your Wedding* to confirm your wedding date on the church calendar. A deposit is required upon submitting completed form (see fees). If the deposit isn't received within 2 weeks of receipt of wedding packet this may result in the release of the requested date.

Consultation

A counseling session should be scheduled, 6 months in advance of your wedding date with Pastor Humes and at least 1-2 planning sessions scheduled with the New Hope wedding coordinator. Appointments with Pastor Humes can be scheduled by calling the church office (734-728-2180), Monday through Friday between the hours of 10:00 a.m. and 3:00 p.m.

Bride Initial, Groom Initial

MEMBERS

Ceremony

Wedding ceremonies scheduled on Saturdays must begin no later 3:00 p.m, Pastor Humes enters the Sanctuary promptly at 5 minutes after the announced (invitation) time to begin the wedding.

Bride Initial Groom Initial

ALL music before, during, and after the ceremony must be *Christian music*. The exception is the traditional wedding march (Here Comes the Bride). The wedding coordinator will review and approve the music prior to any rehearsals.

Bride Initial Groom Initial

Decorations

No adhesives, staples, push-pins nails, etc. are allowed on pews, doors, walls, windows, ceiling or floors inside or outside of the building. Flower petals should be dropped on runner only. (*Note: the runner length is 70ft*). Decorating of the church must be scheduled for no earlier than 11:00 a.m. on the Saturday of the wedding. All decorations must be removed immediately following the ceremony.

Bride Initial Groom Initial

Rehearsals

One rehearsal is recommended. It should be scheduled for an evening (usually Friday). Please be sure the rehearsal does not conflict with a Church event. Only the Lord's Table is relocated for weddings. Rehearsals are scheduled for one hour and begin promptly between 4:00 pm & 6:00 p.m. on the selected day. *All persons are to respect the reverence of God's house in conduct, speech and timeliness.*

Bride Initial Groom Initial

MEMBERS

Fee Information

- There is a Total Fee of \$400.00 to have your Wedding at New Hope Church.
a *\$100 Security Deposit* is due to hold your date on church calendar

The following is included to have your wedding at New Hope

- Church Facility for rehearsal, one day prior to wedding ceremony
- Church Facility day of wedding ceremony
- New Hope Wedding Ministry Team
- Rooms reserved for bride and groom to include bridal party

Bride Initial Groom Initial

- Remaining balance of \$300.00 must be paid in full 60 days prior to the wedding.

Bride Initial Groom Initial

"LOVE" Offering: All Brides and Grooms are encouraged to give a love offering to the Pastor two weeks prior to the wedding. We suggest an amount of \$200.00.

Bride Initial Groom Initial

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Fees continued ...

Note: The Fellowship Hall is not available for dinner receptions. Cake or appetizer only receptions are available with time limitation. The food has to be catered per listed on the Addendum page. The wedding coordinator will go over details.

Bride Initial Groom Initial

Receptions: Available with time constraints and limited to cake and punch and/ or appetizers, receptions *only*. Fees are TBD based upon food and facility cost. The New Hope Wedding Coordinator will provide details regarding time limitation.

Bride Initial Groom Initial

MEMBERS

New Hope Church Wedding Ministry

Wedding Coordinator/Volunteers:

ViLinda Everett

Kenjuana Hopson

ShaQuita Johnson

Lorenda King

Cussandra McAfee

Cheryl McClee

Trisha Street

Karen Tillman

NEW HOPE CHURCH

PASTOR

Dr. Virgil Humes, D.Min.

33640 Michigan Avenue
Wayne, MI 48184

OFFICE HOURS: Monday – Thursday 9:00 A.M. - 4:00 P.M.

Closed Saturdays & Sunday 7:00 A.M. - 12:00 P.M.

CHURCH TELEPHONE: (734)728-2180

FAX: (734)728-5904

CHURCH EMAIL: newhopewayne@gmail.com

WEBSITE: newhopechurchwayne.com

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ADDENDUM



Resources and/or Vendors

Cater	Sharon Hopkins
Cater	Tony Humes, Bruce Moore
Decorations	ViLinda Everett
Florist	Garden Fantasy
Lynked/Jewelry	Cussandra McAfee
Make-up /Extensions/Weave	Karen Tillman
Photographer	David Washington Tammy Blassingame

Note: There are additional resources to help plan your wedding day. If you choose to use any of the services listed to help with planning, this is an agreement between you and the individual. New Hope Church is not responsible for procured services from vendors.



MEMBERS

Bride and Groom Informational Sheet

Wedding Date: Wedding Time:

Bride:

Address:

City: State: Zip:

Daytime#: Evening #:

Email:

Groom:

Address:

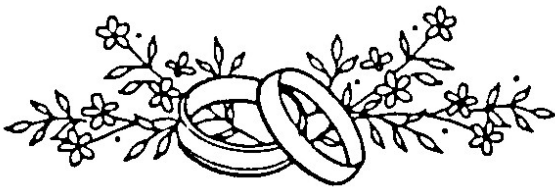
City: State: Zip:

Email:

Wedding Party Size: Anticipated number of guests:

Please indicate should you request ...

- Wayne
- Taylor
- Pianist / Organist
- Music/Sound System Technician
- Ceremony Only



MEMBERS

Guidelines for Your Wedding

Having read the "Guidelines for Your Wedding" we accept and agree to adhere to all conditions and guidelines.

Signature of Bride:

<input type="text"/>	Date	<input type="text"/>
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Signature of Groom:

<input type="text"/>	Date	<input type="text"/>
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Signature of Wedding Coordinator:

<input type="text"/>	Date	<input type="text"/>
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- Please return all initial pages, information sheet, signed copy of "Guidelines for your Wedding" and fee deposit to New Hope Church office
- Copies will be provided to you
- Checks can be made payable to New Hope Church

