

*It's one of the  
most exciting days  
of your life!*



*And it is one the most  
cherished events a  
Christian family  
can share.*

Preparing for your marriage ceremony at Hope Christian Fellowship is as simple as 1-2-3:

1. Read this brochure and familiarize yourself with our process.
2. Submit the (attached) *Wedding Ceremony Request Form* to the church office.
3. A Wedding Ceremony Coordinator will contact you to answer any questions and to set up a personal meeting at your convenience.



**Hope Christian Fellowship**  
*revealjesus.com*

13320 St. Route 7 • Lisbon, Ohio 44432  
330-385-4673

## Wedding Ceremony at HCF



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The Process

# Wedding Ceremony at HCF

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## 1. First ...

It is our desire that those choosing to use these facilities for their wedding ceremony would know Jesus Christ as Lord and Savior.

## 2. Second...

The traditional marriage vows include the recommendation that marriage should not be entered into lightly or unadvisedly. We agree!

Therefore, all couples choosing to have their wedding ceremony here at HCF must complete our (6-8 weeks) pre-marital Christian counseling requirements. These requirements are to be completed a minimum of four weeks prior to your ceremony date.

## 3. Third...

To help you in this process, and to assist with any questions, a Wedding Ceremony Coordinator will contact you when the attached *Wedding Ceremony Request Form* is received in the church office.

## Refundable Deposit: \$400.00

Please be prepared to provide deposit when your date is added to the church calendar by the Wedding Ceremony Coordinator.

### PLEASE NOTE:

The following applicable fees\* will be deducted from the deposit and a refund check will be issued only after all areas are appropriately cleaned and restored.

### Facilities Usage Fees

No Charge

### Required Personnel Fees

\$50\* – Wedding Ceremony Coordinator Fee  
(Plus additional \$10.00 \*Per hour - over 5)

\$50\* – Custodian Fee  
(Plus additional \$10.00\* Per hour - over 5)

\$50\* – Sound Technician Fee  
(Plus additional \$10.00\* Per hour - over 3)

### Optional Fees

\$50\* – Multi-Media Technician Fee  
(Plus additional \$10.00 \*Per hour - over 5)

\$50\* – Move Auditorium Chairs and Re-set

\$50\* – Clear Stage and Re-set

Varies\* – Custodial Clean-up (\$10.00\* Per hour)

# Wedding Ceremony Request Form

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Please submit this form to the church office.

**PLEASE NOTE:** *It is understood that completing this request is NOT an agreement or approval to be married here. Dates will be considered tentative until pre-marital counseling requirements are completed and permission is granted by ordained staff.*

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Bride's Name

Phone: \_\_\_\_\_

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Groom's Name

Phone: \_\_\_\_\_

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Tentative Ceremony Date

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*Name of HCF ordained staff member you are requesting to perform ceremony*

Will the ceremony be held at HCF?

Yes \_\_\_\_\_ No \_\_\_\_\_

Today's Date: \_\_\_\_\_

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Signature