



7000 W. Stones Crossing Rd.
 Greenwood, IN 46143
 Phone: 317-422-1725
 Fax: 317-422-1758

If you would like Stones Crossing to conduct your wedding service, please complete this form, and return by mail to the church office...upon receipt we'll call and schedule your pre-wedding interview.

Personal Questionnaire – BRIDE

To help us get to know you, there are some things we would like to ask:

Last Name: _____ First Name: _____ Age: _____
 Phone: (HM) _____ (WK) _____

Address: _____

E-mail: _____

1. How do you understand your relationship to God? (write a short testimony)

Use the back if more space is needed

2. Are you a member* of *Stones Crossing Church* ? _____ Yes _____ No

• How long have you been attending _____

* Membership includes the completion of Membership Class and baptism by immersion

• If not a member or attendee of CSC, where do you attend church, and for how long?

3. Are you willing to study God's design for marriage and meet with a pastor or counselor for pre-marital counseling? _____ Yes _____ No

4. How long have you known your fiancé? _____

5. How long has the engagement period been? _____

6. Have you been married before? _____ Yes _____ No

• Divorce Date if AP ()

• If previously Married, please give details:

• Are children involved? _____ Yes _____ No

If yes, how many _____ Ages: _____

• With whom do they live? _____

7. Wedding Date _____ Wedding Time _____



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Personal Questionnaire - GROOM

To help us get to know you, there are some things we would like to ask:

Last Name: First Name: Age:

Phone: (HM) (WK)

Address:

E-mail:

1. How do you understand your relationship to God? (write a short testimony)

Four horizontal lines for writing a short testimony.

use the back if more space is needed

2. Are you a member*of Stones Crossing Church? Yes No

How long have you been attending

* Membership includes the completion of Membership Class and baptism by immersion

If not a member or attendee of CSC, where do you attend church, and for how long?

Horizontal line for providing church name and duration.

3. Are you willing to study God's design for marriage and meet with a pastor or counselor for pre-marital counseling? Yes No

4. How long have you known your fiancé?

5. How long has the engagement period been?

6. Have you been married before? Yes No

Divorce Date if AP ()

If previously Married, please give details:

Two horizontal lines for providing details of previous marriage.

Are children involved? Yes No

If yes, how many Ages:

With whom do they live?

7. Wedding Date Wedding Time

_____ Wedding Date _____ Time _____

Couple's Last Names

Rehearsal Date _____ Time _____

MARRIAGE INFORMATION SHEET

Complete this form and bring to your 1st meeting with a coordinator.

Groom's Full Name _____ Bride's Full Name _____

Goes by _____ Goes by _____

Address _____ Address _____

City/State/Zip _____ City/State/Zip _____

Home Phone _____ Home Phone _____

Work Phone _____ Work Phone _____

e-mail _____ e-mail _____

Employer _____ Employer _____

Occupation _____ Occupation _____

Birth Date _____ State of Birth _____ Birth Date _____ State of Birth _____

Married Before oN ڤ seY ڤ

Wife Deceased oN ڤ seY ڤ

Divorced oN ڤ seY ڤ

Children oN ڤ seY ڤ

Married Before oN ڤ seY ڤ

Husband Deceased oN ڤ seY ڤ

Divorced oN ڤ seY ڤ

Children oN ڤ seY ڤ

Their Names and Ages:

Their Names and Ages:

Will they participate in the ceremony? _____ Will they participate in the ceremony? _____

Denominational Background _____ Denominational Background _____

Mother's Name _____ Mother's Name _____

Her Maiden Name _____ Her Maiden Name _____

Father's Legal Name _____ Father's Legal Name _____

Parents' Home Church _____ Parents' Home Church _____

Your permanent address after marriage _____

City/State/Zip _____

Telephone number _____

How long have you known each other? _____ How long have you been engaged? _____

How did you hear about The Church at Stones Crossing? _____

Coordinator Notes:

_____ Wedding Date _____ Time _____
Couples Last Names Approximate Number of Guests Expected _____

CEREMONY INFORMATION SHEET

Complete this sheet and bring to your 1st meeting with a coordinator

Best Man _____ Maid/Matron of Honor _____

Relationship _____ Relationship _____

Groomsmen/Ushers: (please specify)

Bridesmaids:

Ring Bearer(s) – ages

Flower Girl(s) – ages

Other: _____

Guest Book Attendant: _____

Other: _____

The Color(s) of your Wedding _____

Who will give the bride away? _____ Pew Release Yes No

The following items are available at the church for a nominal fee. Please check the ones you'd like to use.

arbalednaC <input type="checkbox"/>	kooB tseuG rof dnatS <input type="checkbox"/>	hcneB gnileenK <input type="checkbox"/>	eldnaC ytinU <input type="checkbox"/>
elbaT tfig <input type="checkbox"/>	srewolF yrautcnaS <input type="checkbox"/>		
Soloist _____	Phone _____		
Soloist _____	Phone _____		
Florist _____	Phone _____		
Instrumentalist _____	Phone _____		
Photographer _____	Phone _____		
Videographer _____	Phone _____		

List any items you wish to cover in your counseling sessions:

1. _____ 2. _____
3. _____ 4. _____

Coordinator Notes:

YOUR WEDDING AT STONES CROSSING

Welcome

Congratulations on your upcoming wedding! We are excited that you've chosen Stones Crossing Church to share in this special day with you! In order to make this the joyful experience you've always dreamed of, there are some guidelines of which you should be made aware.

The wedding

At Stones Crossing Church, we believe that the wedding ceremony should be one of faith and worship to the God that has created the marriage itself. We will work with you to prepare a ceremony that will reflect your desires along with God's.

Scheduling your wedding at STONES CROSSING CHURCH

- 1) Interested couple will call the church office to confirm if the wedding date is available on our church calendar to the couple. ***After reading through Stones Crossing's wedding policies***, please fill out and **return to the church office your bride/groom Personal Questionnaires**. Upon receipt of these forms, we will call you to set up your wedding interview with the Pastor.
- 2) The wedding date and time will be tentatively "**penciled in**" on the church calendar by the church secretary until after the pre-wedding interview.
- 3) At the premarital interview, details of the questionnaires are discussed, and the date and time for the wedding is finalized.
- 4) During this meeting, church policies and wedding details will be discussed as well as a tentative order of service. At this time, the couple can ask any further questions they may have. **You should come prepared to write a check to Stones Crossing Church for complete payment of the mandatory amount as outlined in the fee schedule below.**
- 5) After the premarital interview, our **Wedding Team** is notified confirming approval of the couple to be wed at Stones Crossing. A **wedding coordinator** will then contact you to set up your first meeting to discuss the details of your wedding. Please bring your completed **Marriage and Ceremony Information sheets** with you to your first meeting.

A copy of the "finalized" Ceremony Information Sheet is given to the Pastor prior to the wedding date.

Requirements to be married at STONES CROSSING CHURCH

A STONES CROSSING Wedding Coordinator will facilitate use of our church facilities.

Our coordinators are here for you! We want you to be completely comfortable with the ceremony. Your coordinator will be with you every step along the way to your special day. ***Please direct all of your questions to her.*** Your coordinator will meet with you prior to the wedding to assist you in insuring a smooth operation of your wedding. Also, the coordinator will accept all fees for the use of the building. She will not be responsible for planning the wedding ceremony. The coordinator will be present for all of the rehearsal and the wedding ceremony.

General Information

Candles—Should be drip-less and have a holder so they do not pose a fire hazard. *Stones Crossing* is able to provide to you two candelabras and a unity candle holder, both complete with drip-less candles, for a small fee.

Birdseed and Rice---We do not allow either item to be distributed. Please consider other options such as bells, artificial rose petals, bubbles, balloons, etc.

Flowers and Decorations---**These are your responsibility.** However, we do have a few floral arrangements that may be used along with our artificial ficus trees that are the typical stage decorations. You are welcome to use any or all of these, however you may not rearrange the flowers on our stage, without approval, and agreeing to replace everything the way you found them. **Please Note: Any personal decorations brought in are to be removed immediately after the wedding. We cannot store for you for any length of time. Please let your coordinator know who will be responsible for this requirement.**

Flower Petals---Please refrain from using live flower petals as they stain the carpeting. You may however use artificial petals in any aisle of the sanctuary.

Music--- We have a digital baby grand piano that can be used for your wedding. We have a church accompanist that you may choose for your live music (fees apply). However, you may also choose your own pianist. Remember the wedding ceremony is a worship service. Plan your music accordingly. **Please Note: all CDs/DVDs brought in to be used during your ceremony MUST BE PC COMPATIBLE!**

Dressing Rooms---Your wedding party will be assigned two dressing rooms (one male one female). Please keep your belongings confined to these two rooms. Your coordinator will be able to assist you in securing the dressing rooms.

Smoking and Alcoholic Beverages---These are prohibited anywhere on the church property and building.

Wedding time frames- your wedding may be scheduled on Saturdays only. Earliest start time being 11:30 a.m. and latest start time being 6:30 p.m.

Rehearsal dinners and receptions---We do not allow rehearsal dinners or receptions to be held in our facilities.

The Rehearsal

All rehearsals will take place in the church sanctuary at **6:00 pm** on Friday, the day before your wedding day. These will be directed by your wedding coordinator. It is important that anyone who is involved with the wedding ceremony be present at the rehearsal. The rehearsal will last approximately one hour. Please advise your wedding party/ushers etc. to be prompt on their arrival.

****All decorating for the ceremony needs to be completed before the rehearsal. The church is typically open until 4:00 p.m. on Fridays, however, please call before you come to be sure you will have access to the building. Also, please be aware that there will be no one available at the church that can assist you in your decorating. Our secretaries and pastors are busy preparing our worship services. If a need arises, please contact your wedding coordinator.

Also if your florist, photographer, etc. needs to visit prior to the wedding day, please advise them to also contact the church office for available hours.

Your Wedding Day

The church will not be opened any earlier than 3 hours prior to your wedding start time. If pictures are to be taken prior to the wedding, they need to be completed 30-45 minutes prior to the ceremony start time. Also, please plan on exiting the building within one hour upon completion of the ceremony. **THERE IS A \$50/HR ADDITIONAL FEE** for any time over 4 hours that is requested or that takes place unplanned.

A note about fees:

All Stones Crossing fees for use of our facilities are due at the time you wish to lock in your wedding date. This check should be made out to: *Stones Crossing Church* with the bride/groom's last name in the memo line.

STONES CROSSING CHURCH Wedding Charges

POLICY...NO EXCEPTIONS REGARDLESS OF SIZE OF YOUR WEDDING

- ♥ **Sanctuary: \$300.00**
- ♥ **Pastor: \$125.00**
- ♥ **Custodial fee: \$100.00**
- ♥ **Wedding Coordinator: \$125.00**
- ♥ **Sound Operator: \$100.00**
- ♥ Changing room use: NONE
- ♥ Pianist: *Varies dependent upon service*
- ♥ Nursery attendant: \$30.00 (optional)
- ♥ Candelabras/Candles, unity candle stand, plant holders, etc.: \$25.00 (optional)

TOTAL: \$750.00 mandatory due at scheduling.

- \$ Determined at your discretion (pianist)
- \$ 25.00 optional (candelabras/candles, etc.)
- \$ 30.00 optional (nursery attendant)

**** You are financially responsible for any damage to our facility caused by your wedding party or guests. ****