

ST. MATTHEW CUMBERLAND PRESBYTERIAN CHURCH WEDDING GUIDELINES

The costs and fees for using St. Matthew Cumberland Presbyterian Church facilities are as follows:

SMCPC is your Church Home **Wedding:**

Sanctuary	\$ 0
Coordinator (required)	\$150
Custodial (required)	\$ 75
Sound Technician (required)	\$ 75
Deposit (refundable)	\$100
Video/Powerpoint (if requested)	\$75
Nursery worker (if requested)	\$30 ea.
Organist	\$100
Pianist	\$100
Pastor	\$
Fellowship Hall	\$ 0

SMCPC is not your Church Home **Wedding:**

Sanctuary	\$300
Coordinator (required)	\$150
Custodial (required)	\$ 75
Sound Technician (required)	\$100
Deposit (refundable)	\$300
Video/Powerpoint (if requested)	\$100
Nursery worker (if requested)	\$30 ea.
Organist	\$100
Pianist	\$100
Pastor (required)	\$150
Fellowship Hall	\$200

Rehearsal Dinner and/or Reception held at SMCPC (charges are for each):

Fellowship Hall	\$ 0
Coordinator (required)	\$ 75
Custodial (required)	\$ 75
Deposit (refundable)	\$100
ARC Kitchen supervisor	\$25 per hr
Coordinator (required)	\$150
Custodial (required) Dining Hall	\$75
Sound Fee	\$75
Computer Fee	\$50
Set up Fee Dining Hall only	\$75

Fellowship Hall	\$200
Coordinator (required)	\$ 75
Custodial (required)	\$ 75
Deposit (refundable)	\$300
ARC Kitchen supervisor	\$25 per hr
Coordinator (required)	\$150
Custodial (required) Dining Hall	\$75
Sound Fee	\$75
Computer Fee	\$50
Set up Fee Dining Hall only	\$75

To confirm your reservation, a (\$100 - \$300) deposit is required at the time the reservation is made and will be refunded to you two weeks after the wedding if there is no damage or major clean up required (examples: damage to walls, carpets, ceilings, clean-up of birdseed, decorations, wax, etc.).

All fees are due two (2) weeks before the wedding date.

- † Make all checks payable to St. Matthew Cumberland Presbyterian Church.
- † All fees are refundable if a cancellation notice is given two (2) weeks prior to the wedding.

SUMMARY

It is hoped that this packet will be informative and helpful. Should you have any questions concerning anything you see here, please contact Judy Gilbert, the SMCPC Wedding Coordinator @ 817-297-8716 (home), 817-578-5353 (cell) or SMCPC @ 817-295-5832.