

GRACE

BOLD IN CHRIST • ABOUNDING IN LOVE • GROUNDED IN FAITH

WEDDINGS AT GRACE

Thank you for choosing Grace United Methodist Church to help make your wedding a beautiful event. Below is an overview of what to expect.



PRE-WEDDING PLANNING:

1. Submit the attached "Building Request Form."
2. Return the form to Business Admin, Justine, at justine.gracehbg@gmail.com.
3. Please contact our Pastor, Anna Layman Knox, at aknox@susumc.org to schedule an appointment and to discuss how to move forward with your wedding plans.

MUSIC:

All music shall be coordinated through the Director of Music Ministries, Dr. Shelly Moorman-Stahlman. The Director of Music Ministries is the authority regarding music here at Grace Church. *If considering using an outside musician, approval must be obtained through Shelly at moorman@lvc.edu.*

**Permission to use instruments must be obtained through Shelly Moorman-Stahlman.*

PARKING:

We do not have a parking lot here at Grace. Parking is free in the city after 5:00pm on the weekdays and free all day on Sundays. Please use parkharrisburg.com if you would like to rent with South Street Garage.



WEDDING FEE SCHEDULE:

1. Church Rental (Non-Negotiable: \$600.00)

This fee includes:

\$400.00 Non-Negotiable Church Rental Fee -

Make payable to "Grace United Methodist Church"

Includes use of Sanctuary, Dressing Rooms, and Rehearsal time.

\$200.00 Non-Negotiable Church Coordinator Fee -

Pay Directly to "Justine Kompare"

2. Organist: \$250.00 (if needed) - Pay Directly to "Shelly Moorman-Stahlman"

This fee includes:

Playing for 1 hour during wedding service and 1 hour of rehearsal time.

Any additional time will be billed at \$50.00/ hour.

3. Nursery: \$100.00 (if needed)

Make check payable to "Grace United Methodist Church".

4. Candles: \$100.00 (if needed)

This fee includes:

\$50.00/ 36 pew candles

\$50.00/ 4 candelabras

5. Event Photographer

Feel free to contact our resident photographer, Jim Whetstone, at

www.capturedmoments.cc

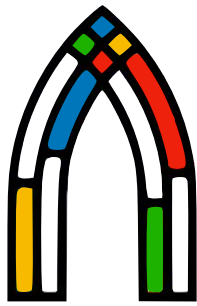
RECEPTIONS AT GRACE

*Grace United Methodist Church is also available for receptions.
Below highlights fees included for receptions only.*

RECEPTION ONLY FEE SCHEDULE:

Facility Rental: \$300.00





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WEDDING BUILDING USE REQUEST FORM

DATE

DATE & TIME OF REHEARSAL

DATE & TIME OF WEDDING

NUMBER OF PEOPLE EXPECTED

NAME OF COUPLE

CONTACT ADDRESS

CONTACT EMAIL

CONTACT PHONE

SPECIAL NEEDS OR REQUESTS

SIGNATURE OF RENTER

PRINTED NAME OF RENTER

SIGNATURE OF COORDINATOR

.....
CHURCH USE: ___ MEMBER ___ NON-MEMBER