The Church in Aurora

146 S. Chillicothe Road, Aurora, Ohio 44202
Phone: 330.562.8266
www.thechurchinaurora.org

Weddings at The Church in Aurora

There are few more inspiring occasions than a wedding. The staff of The Church in Aurora is glad to share in this significant ceremony and to contribute to the happiness of the couple as they exchange their vows before God and one another.

Couples can work with our Ministers to plan their wedding ceremony. Some of the guidelines on the nature of the wedding ceremony, the music, the use of the sanctuary, photography, flowers and other aspects of the wedding ceremony are highlighted below.

Making Arrangements

1) Call the church office during regular office hours: Monday-Thursday, 10 a.m. and 3 p.m. Discuss possible dates and times with the Minister and/or Secretary to avoid conflicts with previous appointments on the church calendar.

2) Secure the date by providing a $200 deposit.

3) Schedule an initial consultation for pre-marital counseling and wedding preparation with the Minister.

4) Schedule the church organist/accompanist, if you plan to have organ or piano music.

5) Pay other associated fees prior to the date of the wedding.

Church Staff

Rev. Derek Hickman, Sr. Minister	dhickman@thechurchinaurora.org
Katie Trook, Associate Pastor	ktrook@thechurchinaurora.org
Zelma Riddle, Church Secretary	zriddle@thechurchinaurora.org
Sandy Tittle, Church Organist	330.389.3873
Marian Maulis, Wedding Host	330.562.1425

Important Information

- One of our Ministers must serve as the primary officiant. At the discretion of The Church in Aurora's Minister, other ordained ministers may serve as co-officiants or participants in the ceremony.

- Our organist/accompanist has "first right of refusal," if you desire organ/piano music. Outside musicians may be invited under the following circumstances: TCIA Organist/Accompanist is paid a full wedding rate and TCIA Minister grants permission.

- A TCIA Wedding Host will be assigned to the couple to assist with the wedding planning, decorating, rehearsal, and ceremony.

- Rehearsals will be scheduled one day before the ceremony and last approximately one hour.

- The church will be opened two hours before the scheduled ceremony time and closed 24 hours following the ceremony.

- Florists should contact our Wedding Host to arrange a time for decorating the sanctuary.

- Fees are due on or before the wedding rehearsal. Fees are outlined on the Wedding Agreement below.

- The Marriage License should be delivered to the church on or before the rehearsal. If one of you lives in Ohio, an application for a marriage license should be made to the residing county's Probate Court. If both of you live outside of Ohio, you must file for a marriage license through Portage County Probate Court.

- The sanctuary seats a maximum of 260 guests. Each aisle is 40 feet long and 48 inches wide. Rooms are available for the wedding party to change and gather in, as needed.

- Consumption of alcoholic beverages and the use of illegal drugs are prohibited on church property, including the parking lot. Use of tobacco products and e-cigarettes are prohibited in the church building.

- Fire ordinances prohibit the use of aisle or window candles. Only ceremonial unity candles and church-provided altar candles are permitted.

- Florists/decorators may not use tape or tacks. Discrete hooks for attaching floral arrangements are found on the ends of the pews.

- No rice or bird seed may be used on the church premises.

- Arrangements for photography and videography must be discussed with the Minister. Photo sessions can be arranged before or after the ceremony.

- Information for the use of the Fellowship Hall (rehearsal dinner or reception) is available upon request in the church office.

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Wedding Reservation Agreement

Financial Arrangements

- $600 Rental Fee (fully refundable with 30-day notice of cancellation). The checks will be payable to The Church in Aurora. The fee is broken down as follows:
    - $200 down payment to hold wedding date
    - $200 balance due on or before wedding rehearsal
    - $200 refundable security deposit. If damage exceeds this amount, replacement cost will be charged to the party responsible for financial arrangements. The security deposit will be refunded to the responsible party within 30 days following the ceremony.
- $200 Wedding Host Fee, payable to Marian Maulis, on or before wedding rehearsal.
- $275 Organist Fee, payable to Sandy Tittle, on or before wedding rehearsal.
- $350 Minister's Fee, payable to Derek Hickman on or before wedding rehearsal.

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*Detach and return with check to hold date

I have read and understand the policies concerning weddings held at The Church in Aurora. I agree to uphold them and ensure that members of the wedding party will abide by the policies. I understand it is my responsibility to inform the coordinator, florist, photographers, and/or all other contracted service providers of the guidelines that they must adhere to.

Printed Name: _____ Wedding Date: _____

Signed Name: _____ Today's Date: _____