

4. Photographs
 - a. Photographs before or after the ceremony shall be negotiated with the pastor.
 - b. No flash photographs will be taken during the ceremony. This applies to personal as well as professional photographers.
5. Scheduling Procedure
 - a. The church building is available on a first come, first serve basis. No scheduling preference is given to members or non-members.
 - b. Weddings are scheduled at the discretion of the pastor.
 - c. It is important to communicate with the Pastor and Organist if they are welcome to attend the rehearsal dinner and/or wedding reception.
 - d. The bride and groom are responsible for setting up times to meet with the pastor. Failure to meet with the pastor by TWO WEEKS of the wedding date will result in the wedding being cancelled.
 - e. The building will be available for decoration/set up only on the day before the ceremony. (Example: If your wedding is on a Saturday, you can come in to decorate/set up on Friday. Not Thursday).
 - f. Please confirm all dates and times with the church office and/or Pastor before sending invitations or announcements.
6. Documents
 - a. The marriage license shall be delivered to the church office at least one week prior to the rehearsal.
 - b. Each couple is required to pay all remaining fees no later than two weeks before the rehearsal. Please note: the bride, groom, parent or grandparent must be a member of First Presbyterian Church for the membership rates to apply.
 - c. A Church Usage and Hold Harmless Agreement and a Building Reservation Form must be signed and on file for each couple.
 - d. A Wedding Contract must be completed with the required deposit to reserve the date on the church calendar.
7. Decorations
 - a. Decoration of the sanctuary will be at the expense of the wedding party. In keeping with the simplicity of this place of worship and to avoid conspicuous displays, decorations should not be elaborate. The following stipulations apply:
 - i. Tacks and nails may not be driven into church property, and tape may not be used due to the risk of damage to painted surfaces.
 - ii. Because of the serious safety hazard they pose, no rice, birdseed, poppers or aisle runners may be used on church property.
 - iii. Only silk flower petals may be used for dropping, to protect the flooring.
 - iv. No decorations may be hung from the ceiling.
 - v. If the church's straight-line candelabras are used, the church's candles must be used with them. There are not to be any candles placed in the aisles or attached to the pews unless the candles used are of the hurricane lamp type.
 - b. Wedding parties will be responsible for the order of the church property for the next service. This is especially important for weddings held on