



Wedding Application

The undersigned hereby applies for the use of the Metolius Friends Community Church facilities:
575 Hood Avenue Metolius, Oregon 97741

Bride: _____ Phone: _____

Address: _____ City _____ State _____ Zip _____

Email: _____

Groom: _____ Phone: _____

Address: _____ City _____ State _____ Zip _____

Email: _____

Date of Rehearsal: _____ Start Time: _____ End Time: _____

Date of Wedding: _____ Start Time: _____ End Time: _____

(Dates more than 6 months out will be noted but not guaranteed until 6 months before your event)

Minister Officiating: _____ Phone: _____

Estimated Attendance: _____ Do you want the Church to provide any type of musician? _____

Do you want to use the Church's sound system for your wedding? _____

Unless otherwise arranged, facilities will be available to begin decorating one day prior to the wedding event.

Do you wish to have a reception at the Church? _____

If "yes," please indicate the time of the reception: From _____ To _____

Do you want to use the Church's sound system for your reception? _____

Depending upon availability some or all of our tables and chairs may already be in use during your event. Please indicate how many tables and chairs you will need:

Tables: _____ Chairs: _____

We/I have read and will adhere to the "Metolius Friends Community Church Facility Use and Equipment Rental Guidelines". We/I agree to hold Metolius Friends Community Church harmless from any bodily injury or property damage resulting from activities held at the facilities of Metolius Friends Community Church.

(Signature of Bride)

(Signature of Groom)

PLEASE RETURN THIS SIGNED FORM TO THE CHURCH OFFICE

Office Use Only:

Damage Deposit Received (due four weeks before the rental date): _____

Rental Fee Received (due four weeks before the rental date): _____



Wedding Guidelines

We are very pleased to have you use our Church facilities for your wedding! We hope that you will find the facility very satisfactory and a joy to use for your special day. We have dedicated this facility and adjoining grounds to the glory of the Lord and we are sure that you will regard it with the same respect that we have for it. We want your wedding day to be all that you have dreamed it would be! The following guidelines will help to eliminate any misunderstandings about the use of our facility and to develop a partnership with you regarding your use of it.

1. Food and drinks are permitted in the Kitchen and Fellowship Hall areas only.
2. Use of our Kitchen is available for rehearsal and/or reception dinners if so desired. You will need to provide all food and supplies including coffee and tea.
3. Dishes, cups, and silverware are available for your use. The commercial dishwasher can be used providing the use has been explained to you prior to the dinner.
4. Upon completion of the wedding and/or reception the wedding couple or their delegate is responsible for the removal of all items brought into the Church.
5. The Facility Host will be responsible for taking care of unlocking and locking the Church facility, adjusting any thermostats, and being available to answer questions as needed.
6. Metolius Friends Community Church is not a solo church. We abide by the Northwest Yearly Meeting's "Faith and Practice" in regard to Marriage Ceremonies between a man and a woman.
7. No member of the wedding party shall be under the influence of narcotics or alcohol. Anyone under the influence of such will not be allowed to participate in the wedding ceremony, and if either the Bride or Groom is/are intoxicated, the wedding will not take place in the Church facility.
8. Decorations shall not be put up with nails, tacks, wire, or duct tape so as not to deface or leave residue on surfaces. Use of string or masking tape is recommended. Pew bows can be tied around the pews.
9. Please do not remove anything from the walls or rooms without permission from the Facility Host.
10. Metolius Friends Community Church is not responsible for lost or damaged items, either rented or belonging to the wedding party.