

Bridge North Chapel
EVENT CONTRACT:

This agreement sets forth the terms, conditions, and stipulations whereby the following parties have committed to a booking engagement:

Herein after referred to as Client:

Groom's Name: _____

Email: _____

Phone: _____

Bride's Name: _____

E-mail: _____

Phone: _____

Wedding Information:

Wedding Date: _____ (Monday-Thursday after 5:30pm/ Friday- Saturday any time/ Sunday after 2pm)

Time Slot: Between _____ am/pm and _____ am/pm

Rehearsal Date: _____

Rehearsal Time: _____ (Must be 5:30 PM or later)

WEDDING FEE: \$400.00 members / \$600.00 non-members (All fees are to be PAID IN FULL with completed contract upon booking)

The above fee includes the following:

- ◀ **Building Rental**
- ◀ **Bridge North Chapel Cleaning (post-ceremony)**
- ◀ **Audio Visual/Technician**
- ◀ **Services of a Facilities Manager to include ensuring the building is clean, opening the doors, answering questions about the facility, and being available during the rehearsal and ceremony for questions.**

Payments to Officiants or Musicians are **not included in this fee and must be arranged separately by the client.

SECURITY DEPOSIT: \$200.00 (refundable after inspection – please see the “Security Deposit Checklist” attached below)



The security deposit covers damage, cleaning that is beyond normal, picking up belongings that have been left behind and rearranging furniture. This is fully refundable after inspected by Facilities Manager and cleaning team.

OPTIONAL WEDDING COORDINATION

For an additional \$200.00 fee, a Bridge North Chapel Church wedding coordinator will provide up to 10 hours of service, including:

- ◀ Prepare, organize and conduct the rehearsal
- ◀ Coordinate music, etc. with the audio/visual technician
- ◀ Help set up, decorate, and assist with ceremony details
- ◀ Prepare, organize and conduct the processional/recessional on the wedding day

PLEASE MARK WHICH APPLIES (All fees are to be PAID IN FULL with completed contract upon booking)

_____ Member fee, security deposit: Total=\$600.00

_____ Member fee, security deposit, optional wedding coordination: Total=\$800.00

_____ Non-member fee, security deposit: Total=\$800.00

_____ Non-member fee, security deposit, optional wedding coordination: Total=\$1,000.00

Equipment Included and Decorations Policy: Use of audio visual equipment, and standard decorations is included in the wedding fee. Clients are permitted to decorate the Bridge North Chapel one day prior to the wedding date. All decorations are to be removed at the conclusion of the wedding ceremony.

Other Pertinent Policies: NO alcohol or smoking permitted on Bridge North Church premises. Bridge North Chapel does not hold any receptions due to limited space – no exceptions.

Cancellations:

- ◀ If wedding party cancels, Bridge North Chapel Church will issue a refund for the full amount, minus the \$200.00 security deposit.
- ◀ If Bridge North Chapel Church must cancel for any reason, then Bridge North Chapel Church will refund 100% of the full amount.

Please make the check payable to:

Bridge Church

Full Rental Amount \$ _____

Attn: Bridge North Chapel Weddings

Check # _____

1023 N 40th St. Omaha, NE 68131

Date Paid _____

*Please include names/wedding date in memo line

By signing this contract the parties agree to the terms and conditions outlined above:

Bridge North Chapel Representative Signature: _____ Date _____

Client Signature: _____ Date _____

For Office Use Only

Optional Wedding Coordinator: _____
Paid \$200.00 – YES or NO or N/A / Check # _____

Wedding Booked By: _____
Paid \$50.00 – YES or NO / Check # _____

Facilities Manager: _____
Paid \$150.00 – YES or NO / Check # _____

Music/Tech: _____
Paid \$50.00 – YES or NO / Check # _____

Facilities Clean-Up: _____
Paid \$50.00 – YES or NO / Check # _____

WEDDING OFFICIANTS

If you are renting the Bridge North Chapel building and have your own pastor to officiate your wedding, please complete the following:

Pastors Name: _____
Church Name: _____
Phone # _____

If you would like a Bridge Church pastor to officiate your wedding, please read the following:

Because we believe the act of marriage is a biblical covenant relationship entered into by a man and a woman for life, Bridge Church requests that all couples complete pre-marital counseling before marriage. Pre-marital counseling is available through a 4-6 week Bridge Church Pastor, please share more about that with the pastor you are asking to officiate your wedding. If premarital counseling is to be obtained outside of Bridge Church, please share more about that with the pastor you are asking to officiate your wedding. A letter of recommendation for marriage is requested from the counselor prior to the wedding date. In obedience to 2 Corinthians 6:14, “Do not be yoked together with

unbelievers,” Bridge Church strongly believes in the union of Christians with Christians. Additionally, couples that are cohabitating or are sexually active are expected to be obedient to the instruction of Hebrews 13:4, “Marriage should be honored by all, and the marriage bed kept pure, for God will judge the adulterer and all the sexually immoral”.

Bridge Church Pastoral Officiant Details:

◀ Bridge Church pastors are first available to Bridge Church members and regular attendees. Any other parties come second to the aforementioned parties – Bridge Church pastors are not guaranteed for these parties.

◀ The bride and groom are responsible reimbursing the pastor for mileage at a rate of \$0.56 per mile (www.irs.gov) for a wedding outside of Omaha.

◀ If your wedding will be held in the evening and is more than 2 hours from Omaha, please make lodging accommodations for the pastor (and his family if needed). A copy of these arrangements should be given to the Weddings Coordinator.

◀ There is a minimum honorarium of \$200 for a pastor to officiate. Checks should be made payable to the pastor and either given to them directly or mailed to the church office: 1023 N 40th St, Omaha, NE 68131. When sending a check to the office, please include a note describing the nature of the payment. The following is a list of Bridge Church pastors. Please contact them directly to make appropriate arrangements:

- ◀ Myron Pierce myron@bridgeomaha.org
- ◀ Josh Dotzler josh@abidenetwork.org
- ◀ Rob Johnson rob@bridgeomaha.org
- ◀ Jamison Horton Jamison@bridgeomaha.org
- ◀ Ron Dotzler ron@abidenetwork.org

WEDDING SECURITY DEPOSIT CHECK LIST

_____ No Signs of Damage

If damage is present, list:

_____ Personal Belongings and Decorations Removed or Returned

_____ Furniture Returned to Original Location

_____ Trash in receptacles

_____ Kitchen: No food left out. Dishes washed, dried and put away

_____ No additional cleaning required

Additional cleaning done:

A large, light grey watermark arch is centered on the page, overlapping the lines for the "Additional cleaning done:" section.
