

Congratulations

we celebrate with you



“Love is patient, love is kind. It does not envy, it does not boast, it is not proud. It is not rude, It is not self-seeking, it is not easily angered, it keeps no record of wrongs. Love does not delight in evil but rejoices with the truth. It always protects, always trusts, always hopes, always perseveres.”

1 Corinthians 13:4-7

Kaimuki Christian Church
1117 Koko Head Avenue
Honolulu, HI 96816

Phone: 735-1771 Fax: 737-7101

E-mail: kcc@kaimukichristian.org Website: www.kaimukichristian.org

A Message to the Bride & Groom

Welcome to Kaimuki Christian Church.

We are pleased that you are considering getting married in our Worship Center. It is our belief that a wedding is a sacred celebration of human love and should, therefore, be held with honor and dignity.

There will be a multitude of other arrangements associated with a wedding that are important, but they are secondary to the actual wedding service. During this time, you will pledge your lives and love to one another! The pastors, facilitator, and staff are ready to use their experience to guide you in making your wedding a truly memorable event. This booklet explains many of the details involved in planning a church wedding. We will be happy to answer any questions that may not be addressed here.

Aloha,
Dawn Hubbard
Wedding Facilitator
weddings@kaimukichristian.org

FINANCIAL CONSIDERATIONS

It is not the intention of Kaimuki Christian Church to make a profit from the use of its buildings. However, there are expenses to the church which must be assumed by the couple desiring a church wedding. A separate \$500 security deposit check is required for all weddings, renewal of vows, and the like. If there are no damages or unexpected charges, your check will be returned about two weeks after your wedding. If damages are found, the church administrator will contact the parties within two weeks to discuss any damages, and what portion of the deposit will be withheld to cover the cost of repairing/replacing KCC property. *Note: In order to receive KCC member rates, either the bride and/or groom must be a KCC member.*

LIST OF CHARGES

Member of KCC

Facilitator's Fee	\$125
Use of Worship Center	No charge
Use of Fellowship Hall	\$100
Pastor's Fee	(At your discretion)
Custodian	\$ 75
Security	\$500 Deposit

Non-Members

Facilitator's Fee	\$125
Custodian	\$ 75
Use of Worship Center	\$500
Use of Fellowship Hall	\$200
Pastor's Fee	(At your discretion)
Security	\$500 Deposit

Optional (member or non-member)

Church Musician	\$100
Church Soloist	\$100
Audio Technician	\$100
Parking Attendant	\$ 35/per attendant
For Fellowship Hall:	
Facilitator	\$ 50
Custodian	\$ 75
Set up/breakdown	\$ 75/per worker
QLS Parking	\$ 8/per hour

THE WORSHIP CENTER & WEDDING FACILITIES

- The Worship Center's seating capacity is 300. The building is available for viewing during our service times (7 pm on Fridays, and 8:30 am & 10:30 am on Sundays) or by special appointment, if necessary.
- Rooms are available for use by the Bride and her attendants and the Groom and his attendants. These rooms will offer an area to rest and be refreshed prior to the ceremony.
- The Fellowship Hall is available at a minimal charge for those who desire a small reception. Due to the limitations of the kitchen, food may not be prepared on the premises. The Bridal couple must provide **ALL** the necessary refreshments and supplies, including cups, plates, napkins, utensils, tablecloths, etc., as well as decorations. **NO ALCOHOLIC BEVERAGES** can be served or consumed on the Church premises. **NO SMOKING OR DANCING** is permitted anywhere on church property.
- Use of the kitchen requires extra clean-up, which will be performed by the custodians hired for the event.
- *KCC reserves the right to hire additional custodians as needed and without prior notice, based on the number of guests that actually attend the event.*
- The Upper Lanai may be reserved at no additional charge for smaller parties (under 40 people.)

ARRANGEMENTS

Since there are many weddings scheduled in the Church, it is important to request your date as far in advance as possible. Please be aware that April, November & December are especially busy times for the church. The Office Manager will indicate the availability of your requested date after reviewing the Church Calendar. She will then send you a Wedding Information Booklet and Form. We ask you to complete and return this form to the Church as soon as possible, along with the Facilitator's fee and security deposit. **Only then will your wedding date be confirmed.** Notify the Wedding Facilitator immediately if there is to be any change or cancellation of wedding plans. Please feel free to contact the Wedding Facilitator anytime you have questions. **Note: Because of the priority given to ministry activities through out the year, weddings for non-members of KCC can be reserved for a maximum of 60 days in advance.*

THE OFFICIATING PASTOR

At KCC, we're committed not only to helping you have a wonderful wedding, but also a fulfilling and lasting marriage! We have a number of pastors on our staff who can conduct your wedding ceremony. For this reason, you'll need to schedule an appointment with the pastor at least 3 months in advance of your wedding for premarital counseling. The premarital counseling sessions will cover the Biblical basis for a successful marriage. If you choose to have your own pastor perform the ceremony, this should be indicated on the Wedding Information Form.

THE REHEARSAL

A rehearsal is required if your wedding ceremony includes music and the formal entry of the bridal party. This ensures a relaxed familiarity for all participants. The rehearsal is usually scheduled one or two evenings before the wedding. The Wedding Facilitator will help you with your plans for the rehearsal date and will contact you approximately six weeks before your wedding. **ALL MEMBERS OF THE WEDDING PARTY** (including both sets of parents) should be present. Please ask them to be on time.

The final payments and must be given to the Wedding Facilitator at this time. Please note that payments must go through the Facilitator, including payments to the musicians, technicians, parking attendants, and custodians.

DECORATIONS

FLOWERS AND OTHER DECORATIONS are to be provided by the bridal couple. Real flower petals may *not* be strewn, especially on the floor of the Worship Center. Artificial petals may be used, but must be cleaned up by the family, rather than the custodian. Please check with the Wedding Facilitator regarding securing floral decorations to the chairs. Please coordinate delivery of any flowers or times needed for decorating with the Wedding Facilitator, so that the Worship Center will be available. Furniture, sacred symbols, and seasonal decorations in the Church form the basis of all other decorations, and are not to be moved. All ribbons, tape, and other decorations put up for your wedding must be removed by the wedding party before leaving.

WEDDING MUSIC

Music in a wedding ceremony, like all music in Christian Worship, serves to create a reverent atmosphere. Our church has musicians and soloists who may be available for a fee, for those who request their services. If you have special requests for music to be played, we ask you to indicate your selection on the Wedding Information Form. If the specially-requested music is not included in the musician's repertoire, we ask that you provide the sheet music, which will be returned following the wedding ceremony. Guest vocalists are requested to make arrangements with the Wedding Facilitator well in advance to work out a suitable time to rehearse with the musicians. If you prefer using a CD, iPod, or other pre-recorded music, an Audio Tech may be available to assist with this service.

PHOTOGRAPHS

Professional photographers and videographers should be asked to confer with the Wedding Facilitator concerning the Church rules and regulations regarding the taking of pictures. It is permissible to take pictures before the wedding, provided the photographers are finished at least a half-hour before the time of the service. To insure that you have enough time, we suggest you plan at least one and a half hours for the actual picture taking. KCC's professional photographer is available for a fee, for those who request his services.

PARKING

You are welcome to use our church parking lots, as well as the municipal parking. Please **DO NOT** use the Kaimuki Library parking lot. That lot is reserved for library business only, and violators will have their cars towed away. Parking may be requested on a space available basis at nearby Queen Lili'uokalani School for a small fee.

One parking attendant is required for each parking lot being used. Please refer to the fee schedule for the cost of hiring parking attendants. If the family provides their own attendants, they are responsible for parking cars in marked stalls only.

GENERAL REGULATIONS

- Items sometimes used in the wedding procession (such as rice, flower petals, confetti, bubbles, sparklers, or the like) are not permitted for health and safety reasons. Any other items deemed by KCC to be messy or dangerous may not be thrown or used anywhere on the Church premises.
- Because we're situated in a predominantly residential neighborhood, ***our property must be vacated no later than 9:30 p.m.*** A late fee of \$2.00 per minute will be deducted from the security deposit if this policy is not strictly adhered to.
- Adults must supervise any minors on the property. No playing is permitted on any KCC property or equipment. Damage to KCC property will be deducted from the security deposit.
- No lion dancing, fireworks, or other noisy activities are allowed. Please consult the Wedding Facilitator with any questions or concerns about any other cultural festivities you might be considering.

The Bride and Groom will be responsible for informing the wedding party and their guests of the regulations.