

Wedding Guidelines & Fees

We would like to take this opportunity to thank you for choosing The Cowboy Church of Ellis County for your wedding ceremony. We know this is a very special time in your life and we will do everything possible to help all areas of planning go smoothly. There are a few details and guidelines that will be helpful for you to know. Please read the following pages carefully and discuss any questions you may have with the Cowboy Church Secretary.

Making Plans for Your Wedding

The pastor and other ministers of the church consider it a privilege to participate in the service of matrimony. However, they understand that you may prefer to have an outside minister perform the ceremony. If that is the case, please provide the church secretary with the name and number of the person you have selected to perform your ceremony at the time you book your wedding. If you desire to have a Cowboy Church Pastor perform the ceremony, every aspect of the ceremony will need to be approved by him in advance and one or more premarital counseling sessions will normally be required.

Some brides have outside Wedding Coordinators to help them in the planning and preparation of their wedding. We will work with your coordinator in any way. Please note, however, that if a Cowboy Church Pastor will be performing the ceremony, then the pastor will be in charge of running the rehearsal. The details will be discussed with him in full prior to the rehearsal at some point during the pre-marital counseling.

Scheduling

All arrangements for the wedding, rehearsal and reception should be scheduled as far in advance as possible. Please print and fill out the Wedding Reservation form then call the Church office to make an appointment with the secretary. At your appointment the secretary can walk you through the building, go over the guidelines, available rooms, equipment available for use, and all fees at a time.

When reserving any of the Cowboy Church facilities, please be aware that a Saturday ceremony must be scheduled to be concluded by 9:00 p.m. to allow ample time for clean-up and set-up for Sunday services. All vehicles must be removed from the church parking lot no later than midnight the same day. When reserving the Cowboy Church facilities on another day of the week, the times will be subject to the availability of the rooms due to other regularly scheduled church activities.

Youth Center - Fee Schedule:

Reservation Fee \$50
(due at the time you book your event)
Building Rental:
Members \$100/NonMembers \$250
Damage Deposit \$250 (refundable)
Cleaning Fee \$100
Sound Fee \$100

Worship Center - Fee Schedule:

Reservation Fee \$50
(due at the time you book your event)
Building Rental:
Members \$250/NonMembers \$500
Damage Deposit \$250 (refundable)
Cleaning Fee \$200
Sound Fee \$100

ALL FEES ARE NON-REFUNDABLE EXCEPT AS NOTED. ALL COUNSELING MUST BE COMPLETED AND FEES RECEIVED TWO WEEKS PRIOR TO WEDDING DATE OR THE DATE WILL BE CANCELLED.

Guidelines:

No one may operate the sound equipment except a Cowboy Church approved sound technician.

Any items moved into the building must be moved out immediately following usage of the building. As our buildings are open to the public, The Cowboy Church cannot be held responsible for items lost, stolen or damaged. However, we will do all within our power to assure that all items are secured.

Any wall decor, posters, etc. removed for a ceremony must be replaced in its original condition following usage of the building. Tacks or any sticky substances are only to be used with the discretion of the Church Secretary.

No alcohol or rice is allowed inside or outside the church buildings at any time. However, birdseed will be permitted outside the buildings only. NO EXCEPTIONS. No smoking will be allowed inside the buildings.

You are responsible for setting up and taking down any decorations and equipment you bring into the building. Any Cowboy Church property being used or moved will need to be returned to its proper place before leaving.

All candles, except a unity candle must be the dripless type. Plastic must be placed under all candelabras. Fresh flower arrangements must have drip plates placed under the container.

Dressing Rooms

There are various rooms available for dressing. Check with the Church Secretary to see what best fits your needs.

You and your wedding party or a representative is responsible for removing ALL items from the dressing areas immediately after the ceremony.