

Wedding Fee Outline

Hope Missionary Church does not charge couples a fee to utilize the sanctuary for weddings. We ask that you review the policy in place outlining the criteria which must be met in order for a couple to be married at HMC. Please see our Marriage Policy or speak with a pastor if you have questions. While there is no fee charged for the use of the sanctuary, there are some fees involved for various aspects of your special day and are outlined below.

Custodial Fee—required and paid directly to the custodian handling your event

\$70.00 — this fee includes the use of the sanctuary, main restrooms for wedding party and guests along with two classrooms which can be used as dressing rooms. *Any space utilized beyond the specified areas fall under HMC's Facility Use Rental Policy and are subject to rental fees and additional custodial fees. You will find this policy and rates in your wedding planning folder. If you plan to rent areas beyond what are included with your wedding, please make an appointment with our Facility Use Coordinator, Dawn Musselman.*

- Please make arrangements as you plan your wedding for the removal of decorations from the sanctuary immediately following your ceremony (remember our custodian must prepare the facility for Sunday immediately after your event).
- Please arrange for someone to retrieve all items from your dressing rooms following your event.

Audio Technician Fee—required and paid directly to the audio technician

\$75.00—includes technician for the rehearsal and wedding. This fee covers audio needs for the ceremony. *If you require more extensive services, please talk in advance with your technician.*

Wedding Coordinator Fee—required and paid directly to the coordinator

\$100.00—this fee compensates the wedding coordinator for their time during set-up, rehearsal, wedding, reception (when applicable), and tear down. This person is your go-to person for any questions you may have regarding the use of the building and any equipment.

Suggested minimum honoraria for those who are a part of your special day:

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| • Pastor | \$75.00—\$100.00 |
| • Instrumentalist | \$30.00—\$50.00 |
| • Soloist | \$30.00—\$50.00 |

(When determining amounts to give to these individuals, consider the amount of time they are investing, their cost of any music materials, and how much they are contributing to your special day.) It is customary for these fees to be paid directly to the respective individuals at your rehearsal.

MARRIAGE LICENSE:

1. To apply for a marriage license in Indiana, both you and your future spouse must appear in person at the Clerk's Office in an Indiana county where one of you resides. Out of state couples must obtain the marriage license in the county in which they will marry.
2. A marriage license is valid for 60 days from the date it is issued, and couples may be married as early as the same day.
3. The marriage license fee is \$18 if one or both parties are Indiana residents and \$60.00 for out-of-state residents. Some offices also charge an additional document fee of \$2.00.
4. Because local policies vary by county, please contact the clerk's office in advance to ensure you have all the required documents. (In general, you can expect to take to the county clerk documents that prove your identity and date of birth, your Social Security Number, and your parents' full names, last known address and birthplace.)

