

Especially for Weddings

We want your wedding to be a memorable day, full of joy and delight as you embark on a life of loving commitment to each other. The facilities of Immanuel Presbyterian Church are dedicated to the worship of God and the fellowship of His people and we consider holy matrimony as a blessed event to take place in this holy place. We suggest that couples participate in at least five sessions of pre-marital counseling prior to marriage.

The sanctuary seats 300 with a center aisle. The balcony seats eighty. If you desire to have the chairs in a different arrangement please request the same in writing. Since rearranging large portions of our seating takes considerable work, we may need to assess an additional charge.

Restrooms are located on each level

The narthex may be used for light refreshments. The servery on the west end of the narthex can be used for this purpose. Please, no food or drinks in the sanctuary.

Meals and larger receptions should be held in the lower level. A kitchen is available on this level to preparation and service.. The kitchen can be used as a drop-off center for catering companies. The church has 20 (30"X8') rectangular tables and 9 round tables. This allows for seating of almost 200 guests.

Wedding set-ups may be scheduled as early as the afternoon of the day before the wedding. Special permission for other set-up times may be requested with the wedding coordinators.

All church furnishings, decorations, posters and brochures must remain in location unless permission is granted to remove them. Every item should be returned to its original location and should be the responsibility of the wedding party. Please do not use staples, tacks, nails or tape on any building or furniture surface.

Candles, flowers and other decorations are the responsibility of the party using the building. See wedding coordinators for items which may be used for the wedding such as plant stands, candle holders, kneeler and podiums.

If you want to use an aisle runner order 55 feet from your florist. **Because a runner is a tripping hazard we strongly recommend against using it.**

You may plan on using the building on the day of the wedding (with the exception of a church reception) four hours prior to the wedding and two hours at the conclusion of the wedding.

Photography and videotaping are allowed, however we discourage the distraction of flash use during the ceremony. There is no photography or videography on or near the chancel during the ceremony.

No rice or confetti should be thrown inside or outside the building. We recommend birdseed, bubbles, bells, butterflies or flower petals.

Immanuel is a non-smoking/non alcohol use campus with the exception of a champagne toast for a wedding reception.

Amplified music is allowed with special permission on your application form. Please be considerate of our neighbors when setting the volume.

Custodial service will do routine cleaning after your event. You should be responsible for leaving the building and furnishings the way you found them.