



WEDDING POLICIES

We are excited for you as you plan your special day. We are also honored that you would consider CATALYST CHURCH and the staff to be a part of your wedding day. The following information will help you make an informed decision about your wedding.

Sincerely,
Admin Team

Step 1 - Contact CATALYST CHURCH Office

This visit, phone call or email will allow CATALYST CHURCH to get to know you as a couple and give us an opportunity to explain to you more about how we do weddings and pre-marital coaching at CATALYST CHURCH.

No children are allowed to accompany you at the interview or any other meetings, so as not to be a distraction.

Step 2 - Contract & Payment

Submit wedding contract (attached at the end of this handbook) to the CATALYST CHURCH office or email to bernadette@ignitephx.com

Someone from the CATALYST CHURCH office will contact you about any applicable fees.

- Dates are first come, first serve.
- No weddings may be scheduled the weekend prior, of or after Easter or Christmas.
- All CATALYST CHURCH events on the calendar take precedence over wedding dates.
- 10am is the earliest time and 3pm is the latest time of the day for Saturday weddings.
- No Sunday weddings.

Step 3 - Marriage 101

Marriage 101 is a 2-hour pre-marital coaching class that covers topics such as Biblical roles for a husband and wife, finances, 5 Love Languages, expectations, baggage, communication and conflict management. These tools will equip you to have a Christ-centered and successful marriage. Marriage 101 happens 3-4 times per year.

Call the CATALYST CHURCH office or visit CatalystAZ.com for the date and details of the next Marriage 101.

Step 4 - Meeting with a Pastor

The second phase of pre-marital coaching at CATALYST CHURCH is a meeting with a pastor. The purpose of this meeting is to continue the pre-marital coaching in a customized way addressing the specific needs, questions and/or concerns of the couple. We want to give each couple personal attention because your marriage, not just your wedding, matters to us.

Schedule this meeting around eight weeks prior to your wedding date. Call the CATALYST CHURCH office to make the appointment.

Step 3 and Step 4 both need to take place prior to your wedding day.

Call the CATALYST CHURCH office and ask about the dates of the next Marriage 101.

Step 5 - Meeting with Wedding Coordinator

In this meeting you will finalize the details of the wedding rehearsal and the wedding ceremony.

Catalyst Church Office

623-849-2363

CatalystAZ.com

Important Policies

- CATALYST CHURCH does not host any receptions.
- No weddings may be scheduled the weekend prior, of or after Easter or Christmas.
- All CATALYST CHURCH stage props and auditorium decorations are considered permanent and take precedence over wedding preferences and decor.
- To be sensitive to the time of our pastors and coaches, we ask that you give us a 24-hour notice if you will be unable to attend your interview or a pre-marital coaching session.
- CATALYST CHURCH is a non-smoking campus.
- No alcohol of any kind is allowed on the CATALYST CHURCH campus.
- All video, visual and audio elements of the wedding ceremony must be submitted for approval and compatibility one week prior to the wedding ceremony.
- No bubbles or rice are allowed at the ceremony for clean up reasons.
- Just a reminder of our no tolerance policy on the church property: No Alcohol, No Drugs, No Firearms, No Smoking, No Violence

Vow Renewals

- Dates are first come first serve.
- All CATALYST CHURCH events take precedence over wedding dates.
- 3 PM on Saturday will be the last time of the day.
- There is no charge for renewals but gratuities are welcomed.

Wedding/Vow Renewal Contract

Bride's Name _____

Contact Number _____

Email _____

Groom's Name _____

Contact Number _____

Email _____

Wedding Date 1st Choice _____ Time _____

Wedding Date 2nd Choice _____ Time _____

Location (if at CATALYST CHURCH, indicate which campus)

Name of Venue _____ City _____

Expected Attendance _____

Rehearsal Date _____ **Rehearsal** Time _____

Rehearsal Location (if at CATALYST CHURCH, indicate which campus)

Name of Venue _____ City _____

Size of Wedding Party:

Bridesmaid(s) _____

Groomsmen _____

Ring Bearer(s) _____

Flower Girl(s) _____

Acknowledgment of Wedding Agreement

My signature below indicates that I have received and read the wedding policies. I understand the policies and fee requirements made by CATALYST CHURCH, and will abide by them for our wedding. I commit to giving a notice of 24 hours in advance if I am unable to attend any scheduled appointments.

Groom's Name

Signature Date

Bride's Name

Signature Date