



Weddings

Christ Church at Grove Farm



Weddings

at Christ Church at Grove Farm

Getting married is an exciting time in your life. We at Christ Church want the ceremony and blessing to be as beautiful and memorable as possible. The wedding team at Christ Church at Grove Farm is ready to work with you to make your day as wonderful as you always imagined it would be.

Our Wedding Coordinator, Susan Aleshire, will contact you at least eight weeks before your wedding to discuss your plans, and explain the guidelines and procedures for weddings at Christ Church. If you have questions prior to your meeting, please feel free to contact her. She can be reached at 412-741-4900 ext. 127, or saleshire@ccgf.org

Any variances from our standard procedure must be cleared with the Wedding Coordinator and approved by the officiating Christ Church Pastor.

If you have a private Wedding Coordinator for the ceremony, he or she must work with the Christ Church Wedding Coordinator.

Procedures to Schedule Ceremony Date

1. Contact Travis Rogan, our Office Manager to see if your desired wedding date is available on the church calendar. He can be reached at 412-741-4900, ext. 120, or trogan@ccgf.org.
2. Contact the Pastor with whom you wish to perform your wedding ceremony to confirm their availability for your desired wedding date.
3. Complete the Wedding Application online at ccgf.org/weddings.
4. Schedule pre-marital counseling.

Sanctuary Wedding Fees*

Wedding Team Services	\$200
Sound/Audio Services	\$200
Maintenance Services	\$200
Lighting/Visual Services	\$200/person
LiveStream	\$400 (Sanctuary only)

Couples requesting visual presentations during the wedding ceremony are required to contact our Production Manager, Ed Sciulli, 412-741-4900, ext. 132, at least three weeks before the wedding.

Oliver Chapel Wedding Fees*

- Wedding Team and Maintenance fees remain the same.
- Audio, visual, special lighting, and LifeStream are not offered.

Venue Wedding Fees*

Contact our Office Manager for venue (Sanctuary and Oliver Chapel) pricing.

The Sanctuary may be set for various sermon series and events.

What they will look like on your wedding day cannot be predicted, nor can they be changed for your wedding.

**Alcoholic beverages are not permitted anywhere
on the Christ Church campus.**

* Christ Church reserves the right to change fees prior to agreement.

Pastors

The prospective bride and groom are responsible for contacting the pastor who is performing the ceremony to confirm availability.

Guest pastors may officiate (perform the exchange of vows) *with the approval of the Senior Pastor*. A Christ Church pastor must be involved with the service (i.e. assist with Scripture readings or prayers).

Pastoral Fees

An honorarium for the pastor officiating or participating in your wedding is at your discretion. A recommended honorarium is \$200 per pastor.

The pre-marital counseling fee is to be paid at the time of counseling.

Wedding License

Your wedding license must be turned in to the Office Manager **no later than seven business days prior to the rehearsal**. This is important so that necessary paper work can be completed in time for the wedding.

Flowers/Pew Decorations

The bride and groom are responsible for all floral arrangements such as bouquets, boutonnieres, and ceremony decorations. Please note that flower girls cannot drop real flower petals due to the problem of staining. Silk flowers or petals are acceptable.

Pew decorations must be attached with ribbon or elastic bands. No tape, tack, adhesives, wires or plastic clips may be used.

Crash (Aisle Runner)

If you choose to use a crash, we require that a non-woven fabric referred to as Lace, similar to Pellon, is used. Paper or plastic materials are not permitted due to tripping hazards with high heels, canes, and walkers.

Wedding Programs

Wedding programs (service sheets or bulletins) are at your discretion. **Consult with your Pastor for final approval before printing.**

A minimum of six copies of the service sheets, in final print, must be given to the Wedding Coordinator on the night of the rehearsal.

Photography & Videography

No flash photography will be allowed during the ceremony. Discreet photography and video-taping is permitted during the ceremony. They must not the guests' view of the ceremony or cause any sound or light distraction.

Please provide your photographer and videographer with a copy of the Photography Policies and Procedures.

We ask you to limit the time for taking photographs *within the church* to forty-five minutes. There are no time limitations for photographs taken outdoors on the church campus.

We respectfully request that you honor our traditions regarding photography and/or videography, in order to preserve the dignity of your ceremony.

Livestream

Christ Church can livestream your wedding service, on YouTube, for guests who are not able to attend the service.

In addition, you will be given a link for future viewing on YouTube.

Music During the Ceremony

We ask that musical selections, both contemporary and timeless, be appropriate.

Please contact Pastor Brad Lebakken for ideas, suggestions, or hiring additional musicians or soloists. He can be reached at 412-805-1298, or blebakken@ccgf.org.

Christ Church Receptions

Receptions are considered a separate event and will follow the fee schedule associated with Christ Church events.

Alcoholic beverages are not permitted anywhere on the Christ Church campus.

If you are interested in holding your reception at Christ Church, contact our Office Manager as availability is limited.



Check List

- Contact the Office Manager to book the church for your wedding.
- Complete the Wedding Application at ccgf.org/weddings.
- Contact the Pastor you wish to have perform your wedding, making sure he is available. Church office number: 412-741-4900.

Christ Church Pastors:

Rev. Craig Gyergyo, ext. 129
Rev. Dr. John Guest, ext. 112
Rev. Mike Arnold, ext. 156
Rev. Doug Raraigh, ext. 159
Rev. Robby Grunwald, ext. 146
Rev. Dr. Ed Glover, 412-321-3811

- Schedule pre-marital counseling with pastor.
- Contact Pastor Brad Lebakken to discuss music and/or musicians.
- Contact Ed Sciulli with any tech requests.
- If applicable, have your Wedding Coordinator contact Christ Church's Wedding Coordinator.
- Seven business days before your rehearsal, bring a check to the Office Manager to pay for services provided.
- Seven business days before your rehearsal, bring your wedding license to the Office Manager.

Christ Church Contacts:

Travis Rogan, Office Manager / ext. 120 / trogan@ccgf.org

Susan Aleshire, Wedding Coordinator / ext. 127 / saleshire@ccgf.org

Ed Sciulli, Production Manager / ext. 132 / esciulli@ccgf.org

Ed Trosky, Facilities Manager / ext. 124 / etrosky@ccgf.org

Brad Lebakken, Worship Pastor / ext. 123 / blebakken@ccgf.org

Use the chart below to calculate your Church-related wedding costs *:

	Sanctuary	Oliver Chapel	My Wedding
Pre-Marital Counseling (Paid at time of counseling)	\$35	\$35	
Venue	Contact Office Manager for venue pricing		
Wedding Team	\$200	\$200	
Sound/Audio Technician	\$200	n/a	
Lighting /Visual Technician	\$200/person	n/a	
LiveStream	\$400	n/a	
Maintenance	\$200	\$200	
Pastor Honorarium (Paid to Pastor)	\$200/ pastor recommended	\$200/ pastor recommended	
My Total:			

* Christ Church reserves the right to change fees prior to agreement.

Useful Measurements

Sanctuary

Length of Center Aisle: 114 feet

Total Number of Pews: 135

Right of Center Aisle: 26, 25 (middle right), 15 (right window)

Left of Center Aisle: 28, 25 (middle left), 16 (left window)

Maximum Seating Capacity: 1,100

Crash (Aisle Runner): 125 feet

Pew Cap Measurements: straight rectangular pieces with raised ridge down the center measuring 2" x 9 1/2". They overhang the pew on all sides by 1/4".

Oliver Chapel

Length of Center Aisle: 25 feet

Number of Pews: 10

Right of Center Aisle: 5

Left of Center Aisle: 5

Maximum Seating Capacity: 60

Crash: 50 feet



CHRIST  CHURCH

at Grove Farm

249 Duff Road, Sewickley, PA 15143

phone: 412-741-4900 e-mail: main@ccgf.org

web: www.ccgf.org fax: 412-741-5677