

EXPECTATIONS

We believe that marriage is a covenant relationship between one man and one woman, centered on Jesus Christ, and established on the truth of God's Word. Our top priority at epikos is partnering with couples in their marriage as opposed to just on their wedding day, and our expectations strive to reflect God's design for marriage. Please email weddings@epikos.org for clarifications or with questions.

- Both bride and groom are followers of Jesus Christ.
- Bride and groom may not be living together. Consideration will be given to couples who move out immediately.
- Bride and groom are abstaining from premarital sex. Consideration will be given to couples who commit to purity and abstinence immediately. Accountability will be discussed with the couple.
- Neither bride nor groom has been unjustifiably divorced as a Christian. Each case is different and will be discussed with the couple in detail.
- Both bride and groom have completed approved premarital counseling. Counseling may be completed through our premarital class, alternate counseling offered, or professional counselors.
- Both bride and groom are active participants at epikos.
- Both bride and groom are part of an epikos small group, either together or alone.
- Both bride and groom have started the membership process by taking the Covenant Membership class.

PROCESS

1. Email weddings@epikos.org to begin the process.
2. Email premaritalclass@epikos.org to register for the premarital class.
 - Covers premarital counseling requirement
 - Cost is \$70 per couple.
 - Offered three times per year; fall, winter, and spring sessions.
 - Meets weekly for nine weeks, typically in the evening.
3. Complete and submit wedding application. Once the application has been reviewed and followed up upon, you will be notified so that you can finalize the contract.
4. Schedule wedding tour. Come tour the facility, sign the contract, and submit the security deposit.

FACILITIES

Use of church facilities will be scheduled with church programming receiving priority.

- Date will be booked on the facilities calendar **only** once the following have been received:
 - Signed contract
 - Deposit of \$150.00

- Weddings may be scheduled for Saturday with a Friday afternoon or evening rehearsal.
- Weddings may be scheduled for Friday with a Wednesday evening rehearsal.
 - If a Thursday rehearsal is requested, it must:
 - Conclude by 6pm for worship team practices
 - Is contingent on the availability of a tech person
 - In the instance of a Wednesday (or Thursday) rehearsal, decorating for the wedding will need to take place on Friday before the ceremony as the space is in use on Thursday evenings worship team practices.
- Tech:
 - East Side: stage will be cleared and platform removed.
 - West Allis: lower stage will be cleared, instruments on upper stage will be covered.
 - Tech needs for ceremony are indicated by submitting the Wedding Tech Needs form. To ensure the rehearsal runs smoothly, this form needs to be submitted no later than two weeks prior to your rehearsal.
- Decorating:
 - You are responsible for providing all your own decorations.
 - Flowers must be in leak-proof containers.
 - Only dripless candles are permitted, as long as there is a protective covering under them.
 - A communion table is provided if you would like to incorporate communion into your ceremony.
- Cleaning:
 - The facility will be cleaned prior to your ceremony.
 - The facility must be returned to its original state following the ceremony. This means all decorations and personal items are cleaned up within the four hour block of time given.
- The following is NOT allowed:
 - Decorations that will leave a mark. (e.g. nails, tacks, adhesives, etc.)
 - Throwing of confetti, rice, glitter, or sprinkles.
 - Smoking or alcohol on church premises.
 - Blocking off street parking for your guests. Help us be good neighbors and maintain a positive presence in the community!

OFFICIANT

If seeking an epikos pastor to officiate your wedding:

- Indicate your first and second choice in pastor on your wedding contract. However, please note that this does not guarantee your request will be met, as it is dependent upon availability.
- Once your officiant is confirmed, you will meet with them two to three times prior to ceremony.
- There is a \$300 honorarium for the pastor officiating your ceremony.

If you would like an outside officiant to perform your ceremony:

- Request a Visiting Officiant Form during your wedding tour.
- Instruct your desired officiant to complete and submit the form **at least 60 days prior to your wedding date.**
 - All non-epikos officiants must be approved by epikos at least one month prior to your wedding date.
- You will be contacted once your outside officiant has been approved.

WEDDING FEES

WEDDING CEREMONY	\$200.00 (East Side) OR \$500.00 (West Allis)
This fee covers: <ul style="list-style-type: none">■ Use of designated areas■ Heating/cooling of the facility■ One tech team representative to handle technology needs■ Two hour block of time for rehearsal■ Four hour block of time for ceremony <p>A minimum of \$150.00 due at signing of wedding contract. The remaining balance is due 30 days prior to rehearsal.</p>	
HONORARIUM	\$300.00
This fee covers: <ul style="list-style-type: none">■ The two or three meetings prior to the wedding■ Rehearsal■ Wedding ceremony <p>Reimbursement for a pastor's mileage and lodging will be an additional cost if necessary.</p>	
TECH COORDINATOR	\$150.00
This fee covers: <ul style="list-style-type: none">■ Coordination of lights and sound for rehearsal■ Coordination of lights and sound for wedding ceremony	
FACILITY COORDINATOR	\$150.00
This fee covers: <ul style="list-style-type: none">■ Cleaning facility prior to ceremony■ Help setting up space for ceremony■ Cleaning following ceremony	
ADDITIONAL TIME (optional)	\$75.00
This fee covers: <ul style="list-style-type: none">■ Extending a facility reservation for rehearsal.■ Extending a facility reservation for your ceremony.	
SECOND SOUND/LIGHT TECHNICIAN (optional)	\$50.00
This fee covers: <ul style="list-style-type: none">■ An additional tech representative to assist with complex lighting or sound needs.	

PLANNING CHECKLIST

- Submit wedding application.
- Wedding tour (only if reserving an epikos facility).
- Sign contract (only if reserving an epikos facility).
- Complete premarital counseling.
- Submit minimum deposit of \$150.00 (only if reserving an epikos facility).
- Submit Visiting Officiant Form (only if requesting an outside officiant).
- Submit remaining balance **at least 30 days prior to your rehearsal**. See below for instructions.
 1. Place in sealed envelope.
 2. Write "Attn: Weddings" on the front.
 3. Place in black boxes at the back of the sanctuary (East Side and West Allis only), drop in lower dropbox of East Side mailbox, or mail to:
 - epikos Church
 - Attn: Weddings
 - 2308 E Belleview Place
 - Milwaukee, WI 53211
- Meet with officiating pastor two or three times prior to wedding rehearsal.
- Submit Wedding Tech Needs Form **no later than 2 weeks prior to your rehearsal** (only if reserving an epikos facility).