**FEE SCHEDULE FOR WEDDINGS**

The following is a list of fees associated with the use of the Church/Sanctuary for

Marriages held at Broad Brook Congregational Church

SANCTUARY----------------------------------------------------------------- $300.00\*

MINISTER----------------------------------------------------------------------$300.00

ORGANIST/PIANIST (Our Music Director) ------------------------------$200.00

DEACON ON DUTY-----------------------------------------------------------$50.00\*

The fees include a rehearsal schedule, opening church for necessary preparations/decorating and our sexton for special cleaning before/after ceremony. A Deacon needs to be present the day of the wedding to assist with preparing the church (heat/lights), assist with accessibility equipment, wedding party and guests need. The Music Director includes prelude and postlude music plus processional/personal requests for ceremony. Fees are to be paid in full prior to the wedding rehearsal.

**PLEASE NOTE**: Couple must schedule an appointment to meet with our Pastor to schedule the use of the Church. Please fill out the information form prior to the meeting and bring it with you. A $100.00 deposit will be required to hold the date when scheduling, the balance will be due 30 days prior to the wedding rehearsal.

\*THE FOLLOWING ARE REQUIREMENTS FOR ANY WAIVED FEES

\*An **Active Member** of BBCC **must meet** one or more of the following according to our by-laws:

1. Attends church regularly (if physically able, might be every week or a few times a year)

2. Contributes to its financial support and benevolences

3. Seeks diligently and supports the spiritual welfare of the membership and the community

4. Participates and practices in the life and work of the church

\*The Sanctuary and Deacon Fees may be waived for an Active Member of any branch of the United States Military Armed Forces. The Minister and Music Directors fees are still applicable. A request for waived fees (for the Deacon/Church use) for Active Members or Military must be requested 60 days in advance and subject to the approval by the Board of Deacons. Any Active Military personnel must provide proof of service with dates and branch of service. Not required to be a member of the church. Donations are always appreciated in any denomination whenever a fee is waived.

Fees (less the deposit amount) are due 30 days **before** date of rehearsal/ceremony. Checks are to be made out and mailed to:

Broad Brook Congregational Church

Attention, Treasurer of Collections

P.O. Box 466

Broad Brook, CT 06016

Please note on your check “wedding” and its date. In case of an emergency situation where the ceremony has to be cancelled, you may be entitled to a full refund.

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