

# *Your Wedding* at Memorial Park Church



Congratulations! We are so excited for you both as you begin this journey together and thank you for considering Memorial Park Church for your wedding!

*but the greatest  
of these is Love*

Interested couples please contact the Wedding Coordinator, Deb Waugaman to inquire about scheduling your wedding and to schedule your initial meeting with one of our pastors.



## Officiating Pastors

Rev. Christopher Eatough

Rev. Eric Phillips

Rev. Esmé Teel

Rev. Paul Housman

Rev. Ryan Pietryga

## Wedding Coordinator

Deb Waugaman

[dwaugaman@mpcepc.org](mailto:dwaugaman@mpcepc.org)

## Wedding Music Coordinator

Gail Henry

[ghenry@mpcepc.org](mailto:ghenry@mpcepc.org)

*Therefore what God  
has joined together,  
let man not separate.*

[mpcepc.org/weddings](http://mpcepc.org/weddings)

**Memorial Park Church**

8800 Peebles Road, Allison Park, PA 15101

(412) 364-9492 | [mpcepc.org](http://mpcepc.org)

# Consultations

## Pastor

Prior to your wedding, at least six one-hour pre-marital counseling sessions are required. Pastor will meet with you to explain the wedding service and to prepare you for Christian marriage. Each minister may vary in their procedure, but these basic matters are discussed: the meaning of a Christian marriage; information regarding wedding details; and review of the service and variations.

Memorial Park Church Pastors and others approved by our pastoral staff may officiate the Service of Marriage. Other ordained clergy may be able to share in the service with the approval of the officiating pastor.

At your initial meeting with the pastor, please bring completed wedding form. A wedding is considered confirmed on our church calendar upon receipt of the Wedding Form with the signatures of the Pastor, Bride and Groom.

## Wedding Coordinator

Once your wedding is confirmed on our church calendar, the Wedding Coordinator will contact you to schedule your pre-marital counseling and assist you in any way with the details of your wedding. It is Deb's wish to make your wedding preparations as complete as possible before the rehearsal date to allow you to be able to enjoy your wedding day.

## Music Wedding Coordinator

As you begin to select music appropriate for your ceremony, the Music Wedding Coordinator will assist and serve as your organist for the rehearsal and wedding day. If you are interested in hiring a soloist or additional musicians, please consult with Gail. Outside soloists or musicians must be approved by our Wedding Music Coordinator.



As you make plans for your wedding day and hire outside vendors, please consider our guidelines:

### 01 Photography

The marriage ceremony is, first and foremost, a worship service. It is important therefore, that any photography not be intrusive.

No flash pictures may be taken by anyone (professional or amateur) after the Bride has reached the front of the Sanctuary and during the ceremony. The designated photographer may take pictures from the back and side of the Sanctuary with as little distraction as possible.

Photography must be completed during the allotted time for your wedding.

### 02 Videographer

Video-recording is permitted from a stationary camera. The placement of the camera shall be approved by the pastor prior to the service. To protect against disruption of your ceremony, additional lighting is prohibited.

### 03 Florist & Decorations

Center aisle is 70' from chancel steps to the last pew.

Rubber bands, ties or plastic clips may be used to secure bows to pews.

### 04 Program

Please include notification of our photography policy in your wedding program. *No flash photography permitted once the bride has reached the front of the Sanctuary and during the ceremony.*





## Wedding Day

In consultation with the Wedding Hostess, the bride and her attendants should generally arrive 90 minutes before the scheduled service time and assemble in the Edinburgh Room.

The groom and best man should arrive one hour beforehand and meet in the Geneva Room.

Parents and grandparents should arrive at least 45 minutes before the service and contact the Wedding Coordinator for further directions.

Please make arrangements with those in your wedding party or a family member to remove all decorations and personal belongings when the wedding is over.



## Rehearsal

The Pastor and Wedding Coordinator will conduct your rehearsal. Your rehearsal should be a time for everyone to become familiar with what will happen during the service. Rehearsals are usually scheduled the evening before the wedding and last approximately one hour.

Here are some things you should know regarding the rehearsal:

The Pastor will begin promptly at the scheduled time.

All participants of the wedding party should be in attendance, including the parents of the Bride and Groom.

## Accommodations

### Ceremony

Main Sanctuary seats approximately 325 people.

### Bride & Groom Dressing Rooms

Separate dressing rooms are provided for the Bride and her Bridesmaids and the Groom and his Groomsmen.

### Reception

Our Westminster Hall is available for receptions. Contact our MPC Scheduler, Amy Mathieu for details at [amathieu@memorialparkchurch.org](mailto:amathieu@memorialparkchurch.org).

## Fees & Legal Requirements

**Wedding fees are determined based on the services selected and the spaces required for each event. Available services to include:**

Premarital Counseling	Building use
Officiating Minister	Custodian
Organist	Audio/Lighting Tech
Coordinator	

The Officiating Pastor should receive the marriage license prior to the wedding day. Church fees are due 30 days prior to the ceremony.

The fee to have an MPC Pastor officiate offsite is \$750 + travel and lodging expenses if needed.

**Legal Requirements:** The state of Pennsylvania requires that you obtain a marriage license prior to the ceremony.

For details go to:

<http://www.alleghenycounty.us/wo/plan.aspx>



Please be sure to inform the members of your wedding party that the use of alcoholic beverages and smoking are prohibited on church property. Anyone under the influence of alcohol cannot be a part of the wedding party. If either the Bride or Groom is under the influence of alcohol, the wedding will not take place.



## Memorial Park Church



Love People.

Know Jesus.

Live Transformed.

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