

Wedding Consultants

The purpose of a Wedding Consultant is to facilitate your access to and use of the church facilities. After your paperwork and deposit are received by our Facility Scheduling Director, a Wedding Consultant will be assigned to you. She will contact you about six months prior to your wedding to schedule a time to meet you at Grace and plan your ceremony details.

Meeting Agenda (scheduled about six months out):

- A walk-through of the facility, including rooms for Bridal Party to prepare for ceremony
- Establish times of events (Ceremony and Rehearsal)
- Delivery needs (Florist, etc.)
- Equipment needs – candelabras, podium for guest book, table for gifts, unity candle stand, etc.
- Decor options and guidelines (the church provides minimal decor, additional items are provided by the couple)
- Discuss music options, including digital/recorded music or live. If a vocalist, pianist, or other musician is requested, the Consultant will put you in contact with a Grace musician and/or vocalist. The couple will contact the musicians regarding music selections and details.

Final Details Confirmed (two or three weeks before wedding):

- Consultant will contact Bride to review arrangements and make adjustments as needed.
- Review ceremony plan – order of service, special accommodations.
- A final Wedding Day Plan will be provided to Grace Church staff listing each participant and their phone number.

Rehearsal (evening before wedding):

- Consultant arrives 30 minutes prior to see that everything is set up properly – tables, podium, etc.
- She ensures the rehearsal goes off well and makes any necessary adjustments or arrangements.

Wedding Day:

- Consultant arrives one hour prior to the Ceremony and stays until the bride proceeds down the aisle.