

First Presbyterian Church of Conroe

Wedding Service Fees Schedule

Appendix 6

	Members	Non-Members
Deposits:		
To hold the date (non-refundable)	\$100	\$100
Security Deposit (must be paid upon acceptance of your date and a credit of \$100 for the hold date will be made leaving \$100 due) ⁱ	\$200	\$200
Pastoral services ⁱⁱ	Honorarium	\$300
Use of the Sanctuary for the ceremony	N/C	\$300
Use of the Parlor	N/C	\$100
Reception – Use of the Gym (fee is for 2 hours plus \$100 per additional hour)	\$200	\$400
Use of the kitchen for Reception (fee is for first 4 hours plus \$50 per additional hour) (Please check with the wedding coordinator regarding caterers and church equipment)	\$200	\$200
Custodial Services (If the wedding includes a reception at the church, the fee for custodial services will be a total of \$400.)	\$150	\$150
Organist ⁱⁱⁱ (Fees dependent on number of rehearsals with other musicians and time spent)	\$300	\$300
Organist training of outside organist if church organist not used	\$50	\$50
Wedding Coordinator (If the wedding includes a reception at the church, the fee for the Wedding Coordinator will be \$500)	\$150	\$150
Vocalist ^{iv}	\$100	\$100
Instrumentalist ^v	TBD	TBD
Audio/Visual technician ^{vi} (This is required for all weddings, additional fees may apply, see End Note)	\$150	\$150

ⁱ The Security Deposit (\$200) will be returned if there are no damages. If the wedding is canceled \$100 will be returned if a credit was given for the \$100 hold-date fee.

ⁱⁱ Pastor services- an honorarium paid to the pastor directly and not included in the total amount invoiced.

ⁱⁱⁱ Organist- \$300 covers a meeting with the bride, wedding rehearsal, and ceremony. If more music than expected is requested, the organist may request additional funds up to 1 week after the music has been finalized. A minimum of 1 rehearsal should be arranged between the organist and any other musicians that will be participating during the ceremony. The organist will be compensated \$50 for each such rehearsal.

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^{iv} Vocalist-A vocal soloist requested through the church should be compensated \$100 for 1 song, plus \$50 for each additional song. The soloist will attend 1 music rehearsal, the wedding rehearsal and ceremony. Any extra music rehearsals requested of vocalists will be compensated at \$50 per rehearsal.

^v Instrumentalist-Instrumentalists requested through the church will be hired at the appropriate prevailing rates. These fees should be set by the organist or music coordinator within a week of the musical selections being finalized.

^{vi} Audio/Visual technician- \$150 covers 1 AV technician for the wedding rehearsal and ceremony for basic microphone placement, live sound mixing, and recording and burning 1 audio CD. For advanced musical microphone work (more than 1 soloist and organist), allow \$50 extra. For audio and/or video presentations (CD's, DVD's, etc.) during the ceremony, allow \$50 extra. Extra audio CD's of the ceremony beyond the 1st are available at \$3 per disc, payable to the AV tech (please allow up to 1 week after ceremony). If you wish to have CD's played during the reception, please provide them to the AV tech and allot \$50 for the 1st hour, and \$25 for each additional hour.

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