

First Congregational Church of Fresno
United Church of Christ

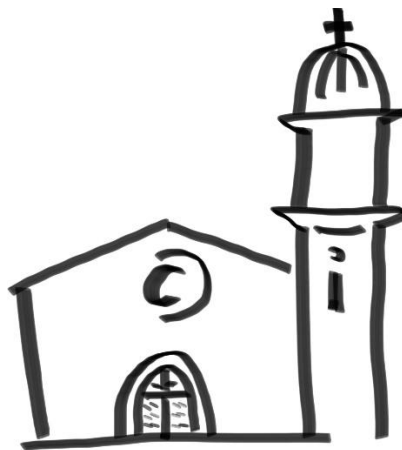
2131 North Van Ness Boulevard

Fresno, CA 93704

559.227.8489

Office@BigRedChurch.org

Weddings
at
The Big Red Church



Welcome!

We are thrilled that you are considering making The Big Red Church a part of your special day! Our campus was built in 1949 and features a large Sanctuary which can seat up to 200 people, smaller Minturn Chapel with seating for up to 50, and the Fellowship Hall with seating for up to 80.

Our Senior Pastor, Rev. Raygan Baker, would be honored to officiate your ceremony pending prior approval and arrangement.

Our Sanctuary features a 50+ year old Casavant Pipe Organ which can be used for your ceremony pending arrangement with our Music Director.

Weddings at the Big Red Church, like our Worship Services and every part of our life together are open to the full participation of all who wish to join. Since 1996, we have been an Open and Affirming Congregation, which for our church means the following:

FCCF OPEN AND AFFIRMING STATEMENT

We believe that all people are sacred creations of a loving God. We affirm the diversity that exists among us. We strive to answer the call of Christ by extending his love, compassion and acceptance to everyone. In this spirit, we open our family of faith to people of every religious background, sexual orientation, family composition, physical and mental ability, race, age and gender. As Christians, we experience God's reconciling love. In response we stand with those who suffer discrimination, isolation and alienation. We welcome all people to participate fully in our church's life and ministry. We celebrate the variety of talents and perspectives which flow into our spiritual community, continuing to enrich us in ways we could not have predicted or envisioned.

Our facility is open to tour by appointment only. To schedule a tour please call our office at 559-227-8489 or email us at office@bigredchurch.org.

We look forward to working with you!

-The Big Red Church

Our Spaces

SANCTUARY



MINTURN CHAPEL



FELLOWSHIP HALL



COURTYARD



KITCHEN



Our Packages

CEREMONY ONLY (SANCTUARY) ~ \$850

- Seating for up to 200 people
- Use of the Sanctuary up to 2 hours prior to event
- Use of the Sanctuary for up to 90 minutes the day before event for Rehearsal
- Use of the Parlor and Heritage Room up to 2 hours prior to event for getting ready
- Basic Sound System (Audio Technician not included)
- Communion Table
- Custodian
- Site Coordinator

CEREMONY ONLY (CHAPEL) ~ \$550

- Seating for up to 50 people
- Use of the Chapel up to 2 hours prior to event
- Use of the Chapel for up to 90 minutes the day before event for Rehearsal
- Use of the Parlor and Heritage Room up to 2 hours prior to event for getting ready
- Podium
- Communion Table
- Custodian
- Site Coordinator

CEREMONY & RECEPTION

(SANCTUARY & FELLOWSHIP HALL) ~ \$1350

- Everything included in Sanctuary Ceremony package
- Use of the Fellowship Hall for up to 10 hours, between the hours of 8am and 9pm
- Use of the Courtyard
- Use of the Kitchen for prep only. Use of the oven, stove, and dishwasher is strictly prohibited.
- 10 round tables (seats 8 people each)
- 2 rectangle banquet tables
- 80 chairs
- Use of the Fellowship Hall for up to 90 minutes the day before event for set-up, pending availability

CEREMONY & RECEPTION

(CHAPEL & FELLOWSHIP HALL) ~ \$1050

- Everything included in Chapel Ceremony package
- Use of the Fellowship Hall for up to 10 hours, between the hours of 8am and 9pm
- Use of the Courtyard
- Use of the Kitchen for prep only. Use of the oven, stove, and dishwasher is strictly prohibited.
- 10 round tables (seats 8 people each)
- 2 rectangle banquet tables
- 80 chairs
- Use of the Fellowship Hall for up to 90 minutes the day before event for set-up, pending availability

SUPPORT STAFF/ ADD-ONS

| | | |
|--|-----------|---|
| Pastor (Rev. Raygan Baker) | \$275 | Pending availability. Please contact directly at rbaker@bigredchurch.org |
| Organist (Scott Horton, or other approved organist) | \$150 | Pending availability. Please contact directly at shtulare@gmail.com |
| 8' Rectangle Tables | \$10/each | 13 total |
| Padded Chairs | \$2/each | 60 total |
| Folding Chairs | \$1/each | 40 total |
| Round Table Cloths: Cream, Green, Burgundy, or Black | \$8/each | |
| Rectangle Fitted Black Table Cloths | \$5/each | |
| Security Guard* | | *Required for all events serving alcohol. FCCF will provide Renter with an approved security company to contract through. |

ADDITIONAL INFORMATION

(APPLIES TO ALL PACKAGES)

- A \$400 refundable deposit (cash or check only) and a completed Facility Rental Agreement (attached) are required for booking.
- All renters must procure liability insurance with coverage of not less than \$1,000,000 per incident and sign FCCF's Statement of Liability. (attached.)
- Custodian is included for up to 4 hours of work. Any additional hours will be charged at \$25/hour.
- Site Coordinator is included for the agreed upon length of the event. Any additional hours will be charged at \$20/hour.
- A signed FCCF's Policy on Alcoholic Beverages (attached) and approval from the Church Council is required for any events at which alcohol will be served.
 - Any alcohol served outside of this agreement will result in forfeiture of the renter's deposit and may result in the shutdown of the event in progress.
- Whenever the pipe organ is requested, American Guild of Organists standards will apply.
- Smoking is prohibited indoors anywhere on the church campus.
- **Final payment and guest count are due 2 weeks prior to event.**

CANCELLATION POLICY

- Event is able to be cancelled for a full refund up to 30 days prior to event date.
- Cancelling less than 30 days prior will result in a full refund with the exception of the initial \$400 deposit.
- Rescheduling dates is permitted, pending availability on the new requested date.
- In the event that FCCF needs to reschedule or move the event to a different location, renter will be given full knowledge and prices will be adjusted on a case by case basis.
- If FCCF needs to cancel the event, renter will receive a full refund.

First Congregational Church of Fresno
Policy on Alcoholic Beverages

Adopted by the Church Council on

September 19, 2017

This policy applies to all alcoholic beverages that are served, or proposed to be served, on the campus of First Congregational Church of Fresno. Except as otherwise specifically stated, this policy applies at all times, without regard to whether an event or gathering is sponsored by an outside group or by the church.

1. Beer and wine are the only alcoholic beverages allowed. No hard liquor is allowed.
2. No alcoholic beverages of any kind may be served prior to any worship service or any meeting of the congregation, council, or any ministry or committee.
3. All alcoholic beverages must be conspicuously labeled on their containers.
4. For events or gatherings that are sponsored by the church, foods prepared with alcoholic beverages, such as wines, hard liquors, and liqueurs, must be conspicuously labeled. (The purpose of this rule is to ensure that people in recovery from alcohol addiction, or otherwise concerned with avoiding such flavors, are able to make informed decisions about the foods that they choose to eat.)
5. Food must be available at all events or gatherings where alcoholic beverages are served.
6. When alcoholic beverages are allowed and served, equally attractive non-alcoholic alternatives, of equal quality as the alcoholic beverages, and served in a reasonably similar manner, must be offered as conspicuously as are the alcoholic beverages. (Serving in a “reasonably similar manner” means, for example, that if alcoholic beverages are served in glassware, then non-alcoholic alternatives may not be served in plastic or paper cups. Non-alcoholic alternatives are not second class.)
7. Events and gatherings sponsored by the church may not use alcoholic beverages as an enticement to participation.
8. Events and gatherings sponsored by the church may not use alcoholic beverages in the name or identification of the event. (For example, an event or gathering may not be called a “Wine and Cheese Reception.” An acceptable alternative title might be “Reception with Light Refreshments.”)
9. No announcements, advertisements, or promotional materials for any event or gathering may imply that drinking alcoholic beverages is a social requirement.
10. Alcoholic beverages may not be served in such a way as to teach children that growing up necessarily implies the consumption of such beverages. References to “kiddy cocktails,” “Shirley Temples,” or the like are prohibited.

11. For all events or gatherings, all applicable federal, state, and local laws and ordinances must be observed. That includes but is not limited to regulations requiring licenses for the sale or serving of alcoholic beverages, prohibitions on the distribution of alcoholic beverages to minors, and serving alcoholic beverages to intoxicated persons.
12. The serving of alcoholic beverages during a fundraising or other similar event requires an “event license” issued by California Department of Alcoholic Beverage Control (ABC) even if no separate price is listed on the event ticket.
13. The use of alcoholic beverages as auction items in the fundraising effort requires an additional and separate “alcohol license,” issued by California ABC, for the applicable auction items. Alcoholic beverages in auction items may not be opened on-site.
14. Persons or groups that sponsor events or gatherings are responsible for the safety of persons who become intoxicated during those events or gatherings.
15. A reasonable number of security guards (depending on the nature of the event) are required for any event or gathering at which alcoholic beverages are served.
16. Alcoholic beverages may not be served at any event or gathering that is in celebration of a minor (for example, high school graduations, christenings, or birthday parties for minors).
17. Persons or groups that sponsor events or gatherings where alcoholic beverages are served are responsible to obtain liability insurance with coverage of not less than \$1,000,000 per incident and must provide a certificate of insurance naming First Congregational Church of Fresno as additional insured.
18. Open alcoholic beverages are not permitted in the parking lot, or anywhere else outside the exterior doors and gates of the church campus. No alcoholic beverage may be consumed outdoors, except in the courtyard when specifically permitted.
19. Failure to observe all the requirements of this policy will result in immediate termination of the event or gathering, with forfeiture of any payment or deposit received by the church.

By signing below, I hereby acknowledge that I have read and understand the Policy on Alcoholic Beverages. I agree to abide by all policies put forth in this document.

| | | |
|--------------|-----------|------|
| Printed Name | Signature | Date |
|--------------|-----------|------|

First Congregational Church of Fresno, UCC

2131 North Van Ness Blvd. | Fresno, CA 93704 | (559) 227-8489 | FAX (559) 227-8490

Facility Rental Agreement (Weddings)

| | | | | | |
|---|--|------------------------------|--|----------------------------|--|
| Name of Renter/ Organization: | | | | | |
| Day and Date of Event: | | | | | |
| Event Time and Room(s): | | | | | |
| Arrival Time: | | Event Start Time: | | Event End Time: | |
| Event may not end later than 9:00PM All clean-up must be done and facility vacated by 9:45PM | | | | | |
| Purpose of Event: | | | | | |
| Estimated Attendance #: | | | | | |
| Do You Plan to Serve Alcohol? If yes, please specify: | | | | | |

| | | | | | |
|----------------------------------|--|---------------|--|--|--|
| Primary Point of Contact: | | | | | |
| Title/ Role: | | | | | |
| Mailing Address: | | | | | |
| Phone Number: | | Email: | | | |

| | | | | | |
|------------------------------------|--|---------------|--|--|--|
| Secondary Point of Contact: | | | | | |
| Title/ Role: | | | | | |
| Mailing Address: | | | | | |
| Phone Number: | | Email: | | | |

I/We, the undersigned, agree to hold harmless First Congregational Church of Fresno, United Church of Christ, as is specified in the Statement of Liability. I/We understand that the Statement of Liability must be completed and all church policies must be followed in order for my event to take place.

| | |
|---|--------------|
| Refundable Deposit: <i>Due at time of signing</i> | \$400 |
| Estimated Total Event Cost (subject to change): <i>Due 2 weeks prior to event</i> | |

| | | | |
|-------------------|--|--------------|--|
| Signature: | | Date: | |
|-------------------|--|--------------|--|

| <i>Office Use Only</i> | | | |
|--|--------------|------------------|--|
| Contract Received by: | | Date: | |
| Added to Calendar: | | Date: | |
| Documents Received: | Date: | Initials: | |
| <i>Rental Agreement</i> | | | |
| <i>Deposit</i> | | | |
| <i>Statement of Liability</i> | | | |
| <i>Insurance Rider</i> | | | |
| <i>Set-Up Diagram</i> | | | |
| <i>Pipe Organ Request Form</i> | | | |
| <i>Alcohol Policy</i> | | | |
| <i>Alcohol Request Approved by Council</i> | | | |

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Statement of Liability

Hold Harmless Clause

I/We, the undersigned, accept the following conditions related to our/my use of the facilities at First Congregational Church of Fresno, UCC.

By acceptance of this agreement, I/we covenant to hold free and harmless First Congregational Church (including its officers, members, employees, etc.) from any and all claims, demands, loss, liability, cost or expense of any nature whatsoever for any occurrence which results in the injury or death of persons, or which damages property arising out of, connected with, or attributed to the use and occupancy of the church facility.

Renter agrees to pay for any damages to the facility and for any damages or loss of any church property resulting from the occupancy of said facility by the renter or resulting from the conduct or action of the renter, its agents, invitees, employees, or any persons participating in, or attending, the event during renter's occupancy.

| | | | |
|--|--|-----------------------|--|
| Accepted by: <i>Print Name and/or Organization</i> | | Date of Event: | |
| Signature: | | Date: | |
| Liability Insurance Company: | | Phone Number: | |
| Liability Insurance Policy Number: | | | |