



We are delighted that you are considering having your wedding ceremony take place here at Menlo Church. You do not need to be a member of our church family to be married in our sanctuary.

For Christians, marriage is a covenant between two individuals who, before God, make a lifelong commitment to each other. In our wedding ceremonies we rejoice that marriage is a gift given by God, blessed by Jesus Christ and sustained by the Holy Spirit. The wedding ceremony marks the beginning of a union between the husband and wife and Christ and celebrates God's plan for marriage.

● **WEDDING TIMES AND FACILITIES**

Menlo Church offers three wedding venues: Menlo Park, Mountain View and Saratoga.

Menlo Park: Weddings scheduled on Friday evenings between 3:30-6:30pm, and Saturdays between 10:30am-3pm only.

Mountain View: Flexible wedding schedule

Saratoga: Flexible wedding schedule

● **OFFICIATING PASTORS**

We have multiple pastors who can perform weddings at Menlo Church so if you have a preference for a particular pastor, please let us know. The pastor performing the ceremony will meet with the bride and groom several times prior to the ceremony. These appointments need to be arranged through the pastor's office.

A Menlo pastor must officiate in any wedding at Menlo Church, although a guest pastor may also participate if requested by the couple.

● **MUSIC, AUDIO, VIDEO**

You have the option of a Menlo Church pianist for your wedding for an additional fee. You can make these arrangements with the Menlo Wedding Coordinator, if you desire. The pianist can play entrance and exit music, as well as one additional selection during the ceremony. Alternately, you may choose to hire your own musicians or choose pre-recorded music. Selections for wedding music should be confirmed with the Menlo Wedding Coordinator and the Menlo Pastor in advance.

The Menlo Wedding Coordinator will also schedule one of our approved Audio-Visual-Lighting (AVL) technicians for your ceremony. Any photography or videography is the responsibility of the couple.

● **FEES**

The fee for using Menlo Church for your wedding is \$1850 for non-members and \$1300 for attendees/members and children of attendees/members.

- **Use of the Sanctuary, bridal room, groom's room, and church grounds**
- **Services of the Menlo Pastor, Menlo Wedding Coordinator, and AVL Technician**
- **Pre-wedding planning appointments with the Menlo Pastor and Wedding Coordinator**

A \$250 deposit is required to book and finalize your wedding reservation at Menlo Church.

● **CANCELLATION POLICY**

Deposit may be refunded if the wedding is cancelled at least six weeks prior to the scheduled ceremony.

● **OTHER FEE(S)**

You may hire a Menlo Church pianist for an additional fee of \$250.

● **RECEPTIONS**

Facilities for receptions at Menlo Church are not available.

● **REHEARSALS**

Rehearsals are usually scheduled in the late afternoon or early evening the day before the wedding. The rehearsal is under the supervision of the Menlo Pastor and Wedding Coordinator.

● **PRE-MARITAL COUNSELING**

We require some form of premarital counseling to build a stronger foundation for your marriage. Options for premarital counseling will be discussed with the Menlo Pastor and may include counseling sessions with a licensed counselor of your choosing and/or participation in our Marriage Mentor ministry. This ministry connects engaged or newlywed couples with trained Christian couples for approximately six weeks. This program provides practical resources as well as personal wisdom and experience.

To inquire about having a pastor from Menlo Church officiate at your off-site wedding, contact:

Troy Goode, Director of Congregational Care | 650.323.8650 | tgoode@menlo.church

Fill out the *wedding inquiry* form to get started.