

Wedding Fees

A personalized fee statement will be prepared for you by the Special Events Director or your HFBC Coordinator based on the specific requirements for your wedding.

SECURITY DEPOSIT: (\$250.00) This deposit is required at the time you submit your application for a wedding. The deposit is not applicable to any fees and is refundable 30 days following the ceremony under the following conditions:

- You do not cancel your wedding (cancellation will forfeit the security deposit).
- Houston's First Baptist Church Wedding Policies are adhered to.
- There is no cause for excessive clean-up following the wedding or reception.
- No damages have occurred on the premises.
- Reserved beginning and ending times have been respected.

PREPARATION FOR MARRIAGE PROGRAM: The couple will contact the HFBC Julianna Poor Counseling Center directly to register. This cost will not be reflected in the fee statement and will be payable directly to the counseling center.

YOUR MINISTER'S HONORARIUM: The couple will contact the minister directly and confirm the amount with him. This cost will not be reflected in the fee statement and will be payable directly to the minister.

MUSICIANS: The couple will contact the musician(s) directly and confirm the amount of the fee. This cost will not be reflected in the fee statement and will be payable directly to the musician. The Special Events Director or HFBC Coordinator can provide a list of musicians upon request.

BUILDING USE RENTAL:

Worship Center	N/C
Chapel	N/C
Reception Room (Reception)	N/C
Fellowship Center (Reception)	N/C
Main Lobby (Reception)	N/C
Oasis Room (Reception)	N/C
Day before event set up	\$200.00

PERSONNEL COSTS REQUIRED:

Chapel wedding:

Wedding Coordinator	\$330.00
Staging Assistant	\$165.00
Audio Technician	\$165.00
Video Technician	\$165.00

Worship Center wedding:

Wedding Coordinator	\$330.00
Assistant Coordinator	\$275.00
Staging Assistant	\$165.00
Audio Technician	\$330.00*
Video Technician	\$330.00
Lighting Technician	\$330.00**
Production Assistant	\$330.00
Facilities Employees	\$500.00

*Standard set-up for up to five stand microphones and one lapel microphone. Other special sound arrangements may be made in advance of the wedding and a cost will be determined upon approval by the Production Director.

**The fee for the Lighting Technician is based on setting up lighting for the wedding and being present during pre-wedding set up, the wedding itself, and afterward during pictures. Additional costs may be assessed for special effects, etc.

Reception:

Wedding Coordinator	\$165.00
Reception Assistant (large receptions)	\$165.00
Sound Technician	\$165.00

Time extension: This extension fee is required for early arrival of wedding party, early set up, or receptions providing a meal. (\$55.00 per hour / per employee)

OPTIONAL SERVICES:

Wedding fixtures and furniture rental: price list is included in the itemized fee statement.

Audio Recording: Upon request, HFBC can make an audio recording of your wedding if it is held in the Chapel.

Archival Video Recording: Upon request, HFBC can make an archival video recording of your wedding if it is held in the Worship Center. This is stationery wide shot of the wedding with audio recording included.