

WEDDING HANDBOOK

MARRIAGE PREPARATION PROCESS

The following process is for an engaged couple who attend any campus of Beulah Alliance Church and want to be married by a Beulah Pastor at the West Campus, Southwest Campus, or at an offsite location. In the instance where a couple who attend a Beulah Campus wish to be married by a visiting pastor, the couple will be directed to the Congregational Care Pastor.

A couple may approach a Beulah Pastor directly to officiate a wedding that is not being done through Beulah and is offsite. Agreement and marriage preparation requirements are at the discretion of that Pastor. However, many pastors will refer a couple to our church marriage preparation process.

PLEASE NOTE: We require a minimum six-month preparation period for your wedding.

STARTING POINT

Fill out online application form which can be found at <https://beulah.ca/weddings>
The marriage preparation process and tentative booking of your wedding date cannot begin until we receive your application form.

After you complete the required application, we will *tentatively* book your wedding date or inform you if there is a booking conflict. An initial pastoral marriage preparation session will be set up with our Congregational Care Pastor after which we can officially confirm your wedding.

All couples being married onsite at a Beulah Campus by a Beulah Pastor are required to complete our Marriage Preparation Process. This includes the above mentioned initial session with the Congregational Care Pastor, attendance at a Marriage Preparation Course, and four sessions with a marriage mentor couple. Alternative marriage preparation arrangements are possible where necessary. The marriage preparation process will be fully explained to you at the initial session with the Congregational Care Pastor.

At the time of your initial pastoral marriage preparation session you will discuss arrangements for a Pastor to officiate your wedding, including requests you may have for a particular pastor.

The Congregational Care Pastor will confirm your officiating Pastor and you will meet with them several months before your wedding to plan your service.

PLEASE NOTE: Any changes must be brought to the attention of the Congregational Care Pastor.

We look forward to working with you and getting to know you better. Please address all questions or concerns to weddings@beulah.ca. Thank you and have fun planning your special day!

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BEULAH ALLIANCE CHURCH MARRIAGE POLICY

It is our desire that your marriage be a lasting and fulfilling relationship, and that it be all that God intended it to be. God created man and woman and from the beginning He intended that they be joined in marriage so they could live in community and reflect the closeness of the Trinity to the world. Since God designed the marriage relationship, it makes sense that He knows best how to build a successful relationship. We want to partner with you to help in one of the most important decisions you will make in your life. We are pleased that you are considering Beulah to share this special moment and we are committed to help you make a strong marriage rather than to simply perform a ceremony.

In scripture God has given us basic principles which must be understood and applied if we hope to experience joy and fulfillment in marriage. Ignoring these principles will result in frustration and possible failure in the marriage relationship. It is also vitally important to us as Beulah Alliance Church that we honour God and His ways in carrying out the joyful and solemn responsibility of joining a couple in the holy covenant of marriage.

Our pastors are fully committed to honouring God and building strong marriages. We ask that you enter into agreement with us to live out certain commitments prior to your marriage which are detailed in the Marriage Preparation Agreement that will be discussed in the initial pastoral session. Our purpose is to honour God's principles for marriage and to be sure there are no hindrances to a great start in marriage. Your relationship as a couple may involve unique circumstances which you can discuss with the Care Ministries Pastor.

God established marriage as a covenant or agreement between a man and woman and Himself that would endure a lifetime because of His grace. We encourage couples to be willing to prepare for their marriage carefully. We recommend a minimum six-month preparation period and require a couple to participate in our Marriage Preparation Program. This includes an initial pastoral session, attendance at a Marriage Preparation Course and four mentoring sessions with a mature married couple (comparable substitutes would be considered). Couples will be asked to enter into an agreement with the church regarding this process and the guiding policy on the next few pages.

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VALUES: The following Biblical values regarding marriage will be upheld in the Marriage Preparation Program:

- God holds marriage and sexual purity in high regard.

Marriage should be honored by all, and the marriage bed kept pure, for God will judge the adulterer and all the sexually immoral.

Hebrews 13:4

- Marriage is to be an exclusive lifelong union of one man and one woman which becomes a visible expression of a spiritual reality.

For this reason a man will leave his father and mother and be united to his wife, and the two will become one flesh. This is a profound mystery—but I am talking about Christ and the church.

Ephesians 5:31-32

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- Christ models the kind of love that marriage is meant to represent. We are to model a sacrificial love in our relationship after the way Christ loves the Church.

Wives, submit yourselves to your own husbands as you do to the Lord. Husbands, love your wives, just as Christ loved the church and gave himself up for her.

Ephesians 5:22,25

- Marriage is not a contract but a lasting covenant.

...“the Creator ‘made them male and female,’ and said, ‘For this reason a man will leave his father and mother and be united to his wife, and the two will become one flesh’ So they are no longer two, but one flesh. Therefore what God has joined together, let no one separate.”

Matthew 19:4-6

- Marriage was created so that deep community could be achieved.

The LORD God said, “It is not good for the man to be alone. I will make a helper suitable for him.”

Genesis 2:18

- Even though marriage is a vitally important relationship, our relationship with God and love for Him must come first

“The most important commandment is this: ‘Hear, O Israel: The Lord our God, the Lord is one. Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength.’”

Mark 12:29-30

2

We require that there be relational and spiritual harmony when entering a marriage. God cautions that a couple must be unified in their spiritual perspective. Over time, two incompatible value and belief systems will ultimately end in conflict.

Don't team up with those who are unbelievers. How can righteousness be a partner with wickedness? How can light live with darkness?

2 Corinthians 6:14

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We will consider marrying a couple who are not part of Beulah's faith community, but ask that they comply with our Marriage Preparation Agreement in discussion with our Congregational Care Pastor. We believe sexual intimacy is reserved for marriage as a safeguard to

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purity and to give an engaged couple the opportunity to build a strong foundational relationship built on honoring God and one another. God calls every person to sexual purity, outside of and within marriage.

Give honor to marriage, and remain faithful to one another in marriage. God will surely judge people who are immoral and those who commit adultery.

Hebrews 13:4

There are many reasons for this:

- It weakens the commitment to the marriage vow.
- It increases the probability of divorce. (Stephen Nock in [Divorce and the Division of Labour](#) cites evidence that common-law couples who lived together prior to marriage divorced 6-times more frequently than those who did not.)
- It increases the guilt in one or both parties, which can lead to some major problems later.
- It is disobedience to God's will. (1 Thessalonians 4:3-8)

Therefore, we will request couples, if they are followers of Jesus, to abstain from sexual relations until after the wedding. Couples living together will likely be requested to separate until the wedding, unless children or other extenuating circumstances are involved. Please discuss this further with the Congregational Care Pastor if necessary.

Divorce: Marriage is a sacred covenant in God's eyes and we want to hold it sacred. Therefore, we view divorce as:

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- Breaking of a covenant.

"For I hate divorce!" says the LORD, the God of Israel. "To divorce your wife is to overwhelm her with cruelty, says the LORD of Heaven's Armies. "So guard your heart; do not be unfaithful to your wife."

Malachi 2:16

- Departure from God's purposes.

Jesus replied, "Moses permitted divorce only as a concession to your hard hearts, but it was not what God had originally intended."

Matthew 19:8

- Divine concession to human weakness, permitted only in cases of adultery or habitual immorality and if a partner abandons the marriage due to spiritual disunity or unbelief.

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Jesus replied, "Moses permitted divorce only as a concession to your hard hearts, but it was not what God had originally intended."

Matthew 19:8

- Forbidden in the case of divorcing your partner so that you can simply marry another person.

He told them, "Whoever divorces his wife and marries someone else commits adultery against her. And if a woman divorces her husband and marries someone else, she commits adultery."

Mark 10:11-12

- Divorce is to be considered **only after every effort** has been made to reconcile through counseling or support. (1 Corinthians 7)

Remarriage: Due to the brokenness of our world and the results of sin, even in the marriage relationship, there are cases where the remarriage of divorced people is permitted, as instructed by the pages of Scripture.

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This includes the following scenarios:

- When your former spouse is deceased.

For example, by law a married woman is bound to her husband as long as he is alive, but if her husband dies, she is released from the law that binds her to him.

Romans 7:2

A woman is bound to her husband as long as he lives. But if her husband dies, she is free to marry anyone she wishes, but he must belong to the Lord.

1 Corinthians 7:39

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- When sexual unfaithfulness by the spouse has occurred (Matthew 19:3-9).

...“Haven’t you read the Scriptures?” Jesus replied. “They record that from the beginning ‘God made them male and female.’” And he said, “‘This explains why a man leaves his father and mother and is joined to his wife, and the two are united into one.’ Since they are no longer two but one, let no one split apart what God has joined together.”

...Jesus replied, “Moses permitted divorce only as a concession to your hard hearts, but it was not what God had originally intended. And I tell you this, whoever divorces his wife and marries someone else commits adultery—unless his wife has been unfaithful.”

Matthew 19:3-9

- When the former spouse has remarried.
- When the unbelieving spouse deserts the marriage.

But if the husband or wife who isn’t a believer insists on leaving, let them go. In such cases the believing husband or wife is no longer bound to the other, for God has called you to live in peace.

1 Corinthians 7:15

Remarriage is a complex and potentially vulnerable issue which requires time after a divorce and a careful seeking of God’s leading and wisdom. Sadly second and third marriages fail more often than first marriages. There is a need for sufficient time for healing after the trauma of divorce. We highly recommend a two-year time period after a divorce before a person would enter into a romantic relationship and consider remarriage.

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In the event that a Beulah pastor has refused to perform the ceremony, due to reservations on the couples readiness or concerns regarding the relationship, no other Beulah pastor will perform the ceremony.

8

We believe in the solemnity and sacredness of the ceremony and refuse to perform the ceremony if either person displays signs of intoxication, before or during the rehearsal and/or wedding ceremony. *Any member of the wedding party who is under the influence of alcohol or drugs will not be permitted to participate in the wedding.* There are to be no alcoholic beverages or smoking in the church building at any time.



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FACILITY INFORMATION

Beulah is one church in multiple locations. We have three physical locations: West Campus, Southwest Campus, and Lighthouse Campus. To assist you in making your wedding day one that will be filled with wonderful and lasting memories, please read through the following.

Rental Fees

All fees are due 30-days prior to the wedding date. Fees include the use of the facility, a room designated for the bridal party, and room set-ups. Please see rental fees on the following pages.

Damage Deposit

A damage deposit of \$200 is payable upon signing the contract. The damage deposit will be refunded 2-4 weeks after your wedding provided that no damage has occurred to the building or the equipment, you have vacated the premises within the agreed upon time, and that the space was left clean. An inspection will be done after the ceremony, with any damage being reported at that time. The \$200 Damage Deposit is refundable in the event that your wedding ceremony is cancelled.

Sound, Lighting, & Video

Any sound, lighting, or visual requirements should be made through your designated Administrative Wedding Specialist. Your rental fee includes one audio technician. This is typically sufficient, however, if an extra audio, video or lighting technician is needed, there will be an additional charge.

Music & Musicians

The responsibility for providing music or musicians for the wedding ceremony rests with the Bridal couple. Please notify your designated Administrative Wedding Specialist of any music you wish to have during your ceremony, whether it is digital or you have musicians, to arrange the tech needs.

Receptions

Receptions are not available for booking at any campuses.

Bridal Rooms

The Bridal room is available one-hour before the ceremony. It is recommended that the men arrive completely dressed and ready for the ceremony; however a Grooms Room can be provided if requested.

Honorarium for Officiating Pastor

Honorariums should be given directly to the pastor immediately following the ceremony. The recommended honorarium amount for the wedding service is \$200. If the pastor also did premarital counselling with you, then the amount should reflect the time and counselling provided.

Guest Pastors

Beulah welcomes guest pastors to officiate if they are credentialed to perform weddings by a mainstream evangelical Christian denomination and have current clergy status and a clergy registration number for Alberta or have a temporary permit to perform a wedding in Alberta, if they are licenced in another province. In addition, they must agree with Beulah's Marriage Policy. Approval for a guest pastor to perform the wedding must come from the Congregational Care Pastor.



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WEST CAMPUS | CHAPEL

17504 98A Avenue NW | Edmonton, AB | T5T 5T8

Rental Fee: Under Review

Capacity: 200 Guests

Features: The Chapel has double doors at the front, and a double door at the side/back. It is furnished by rows of padded interlocking chairs, a full sound system, projector, drum set, and piano.

Availability: Wedding ceremonies can be booked to your discretion within the time frame of 10am–2pm for Saturday weddings. The latest start time for ceremonies is 1pm, and the church must be vacated by 2pm, to accommodate weekend services.

These times are inclusive of the areas inside the church only. You may have a receiving line, visit with your guest, or take pictures outside on the church grounds prior to and after these times. All guests, family, and those involved in the wedding party **MUST** be out of the Chapel by the end of the time frame availability.

Restrictions: We cannot accommodate wedding bookings for the weekends before and after Christmas or on the Easter weekend.

The church is closed on statutory holidays (i.e. Canada Day, Good Friday, Remembrance Day, Christmas Day, New Year's Day, etc.). We cannot accommodate your wedding or rehearsal on these days.

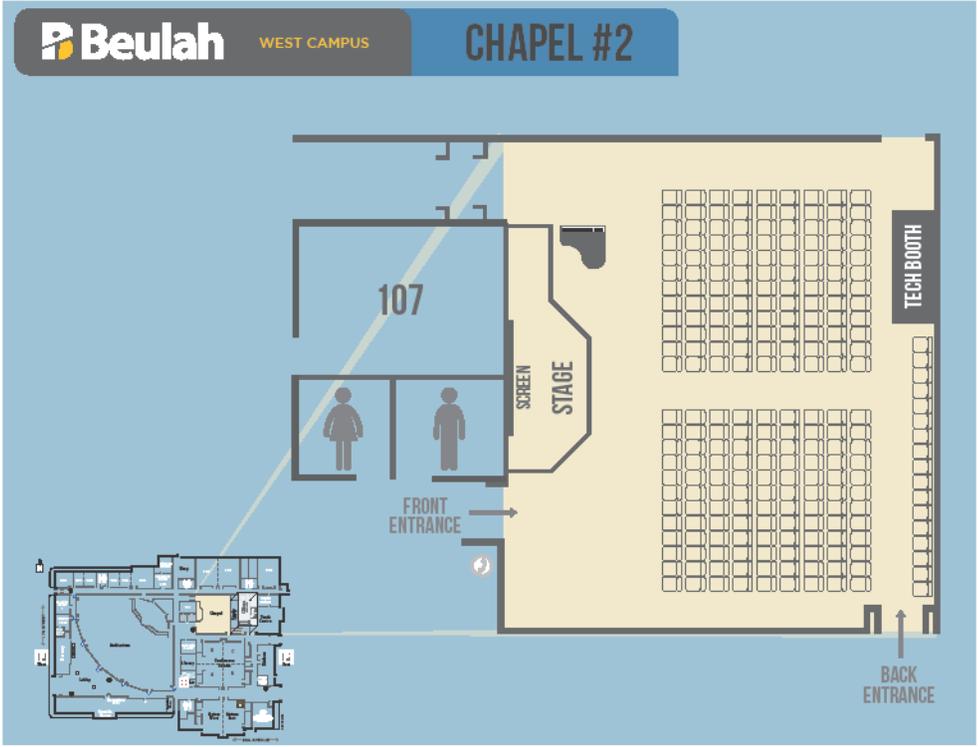
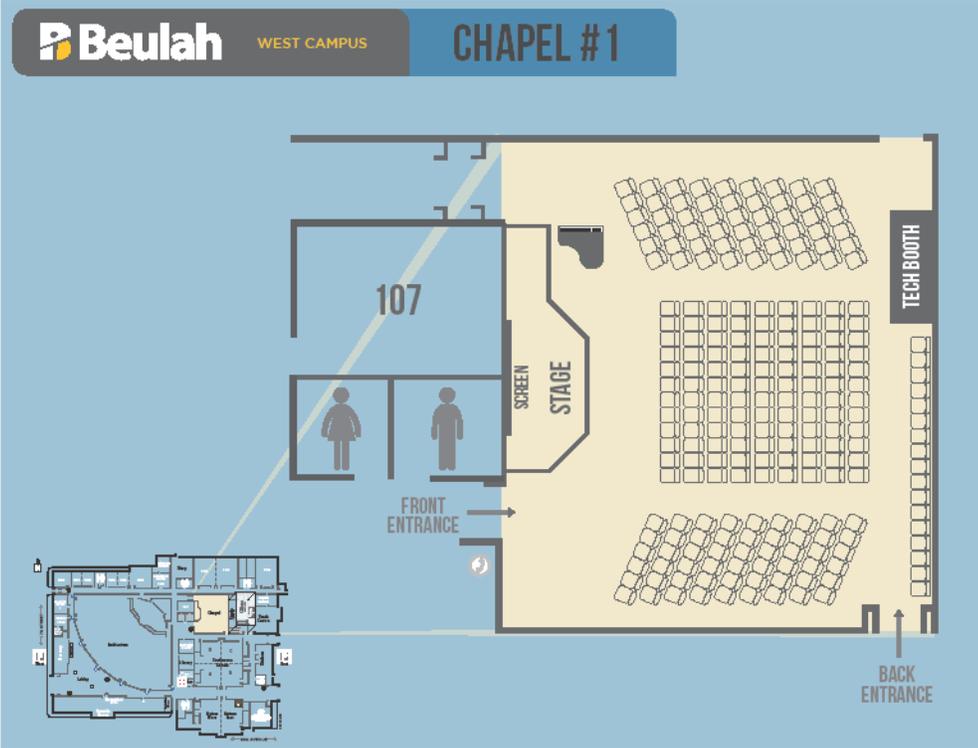
Rehearsals: Wedding rehearsals are booked for the Friday afternoon/evening before your ceremony at a time of your choosing. Please confirm this time with your designated Administrative Wedding Specialist. The bridal party, officiating pastor, and all technicians should be present.

PLEASE NOTE: Beulah Alliance Church operates first and foremost as a church; therefore, priority is given to the ministry of the church. That being said, we will do our best to work with you and accommodate your requests.

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17504 98A Avenue NW | Edmonton, AB | T5T 5T8





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SOUTHWEST CAMPUS | AUDITORIUM

5055 Chappelle Road SW | Edmonton, AB | T6W 4H7

Rental Fee: Under Review

Capacity: 350 Guests

Features: Beulah's Southwest Campus Auditorium has two sets of double doors at the back with two aisles at either side of the centre section. It is furnished by rows of padded interlocking chairs, a full sound system, projector, drum set, and piano.

Availability: To Be Determined

Restrictions: We cannot accommodate wedding bookings for the month of December or the month leading up to Easter.

The church is closed on statutory holidays (i.e. Canada Day, Good Friday, Remembrance Day, Christmas Day, New Year's Day, etc.). We cannot accommodate your wedding or rehearsal on these days.

The stage set design cannot be guaranteed until 2-3 weeks before your wedding.

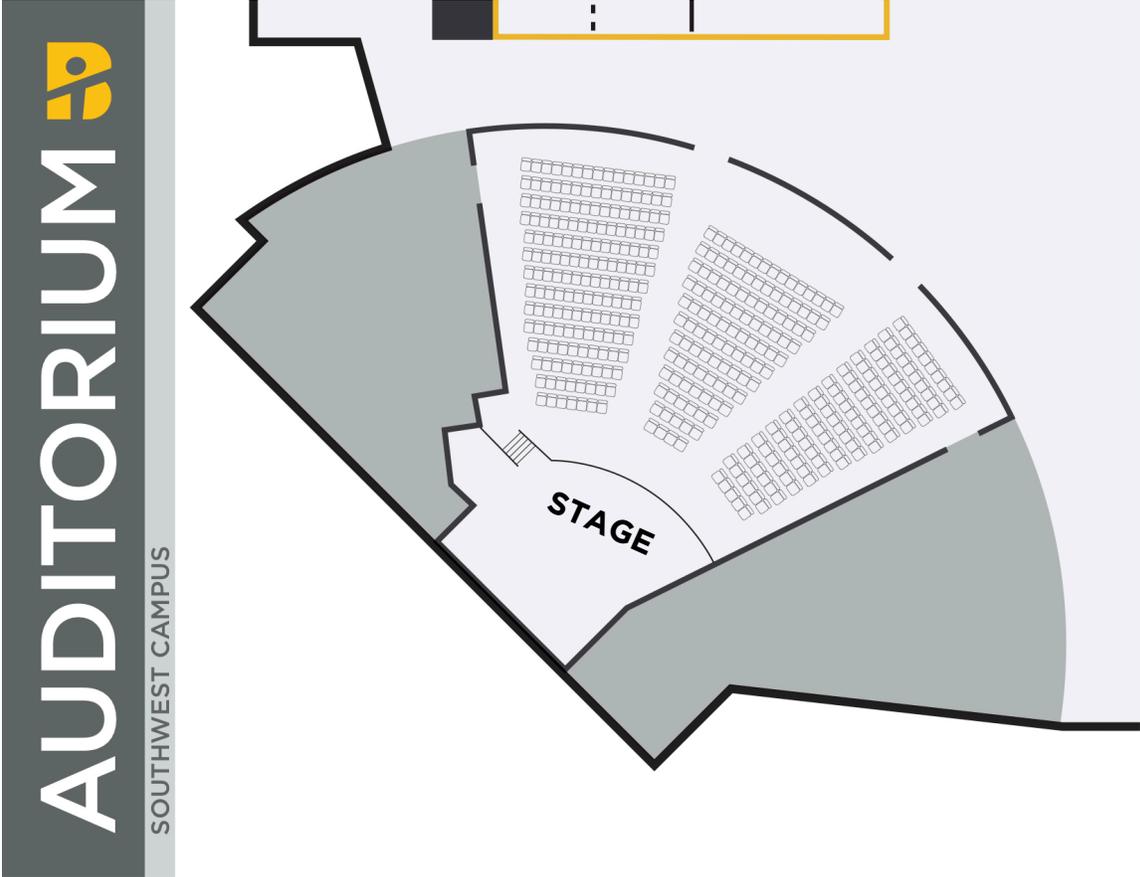
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SOUTHWEST CAMPUS | AUDITORIUM

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REHEARSAL DETAILS

Your rehearsal is a very important event. Proper planning and thought beforehand will ensure your rehearsal runs smoothly. You should leave the rehearsal feeling confident and excited about your wedding day.

The officiating pastor will facilitate your rehearsal, giving leadership and direction to the rehearsal activities.

All rehearsals are typically booked in the evening, and will run 90-minutes maximum in length. All rehearsals must start on time. We recommend that you inform your wedding party and other people involved in your rehearsal to arrive 15-minutes earlier than scheduled. This will ensure that we begin and end on time.

With the rehearsal date and time confirmed, the 'Order of Events' is finalized with an actual walk-through of the entire wedding program by all bridal attendants, parents of the bride and groom, ushers, and musicians. Staging and cues are given for every ceremony event from prelude music and the seating of the guests through the recessional and receiving line. Responsibilities, specific staging, and timing are explained to, and demonstrated by, the participants.

The wedding participants who should attend the rehearsal are bride, groom, maid/matron of honour, bridesmaids, junior bridesmaids, flower girl, best man, groomsmen, ring bearer, ushers, parents of the bride and groom, scripture readers, and musicians.

If there are any children involved in your wedding party, please pre-assign someone who is not already involved in the wedding party to care for them during the rehearsal and the ceremony. We ask that you respect the church and keep children from running around during the rehearsal, as it is distracting to those involved in the rehearsal.

Any music and/or media to be used during the ceremony should be brought on a USB to the rehearsal. Please have each musical selection for the wedding ceremony in the order they occur.

If some members are late or cannot attend, please rest assured that the rehearsal can go on without them. Please ensure someone present at the rehearsal can go through details with them prior to the ceremony.

PLEASE NOTE: Any member of your wedding party who is under the influence of alcohol at the rehearsal or wedding ceremony will not be permitted to participate in the wedding. Smoking of any kind is not allowed in the church facility at any time. It is the bride and groom's responsibility to ensure that these requirements are made known to and followed by all members of the wedding party.

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Optional: Please return this page to weddings@beulah.ca after your Wedding

We would like your feedback concerning your wedding experience at Beulah Alliance Church. Your feedback will help to continue our Ministry, so that it will serve future brides and grooms in a Christ-honouring way.

Please give us any feedback you would like concerning the following:

1. Marriage Preparation Program

- a. Course (Saving Your Marriage Before It Starts OR Ready or Knot?)

- b. Pastoral Session (initial session with Congregational Care Pastor.

- c. Mentoring (with mentor couple or pastor)

2. The Officiating Pastor

3. The Facility

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APPLYING FOR YOUR MARRIAGE CERTIFICATE

Right after your wedding we will take your completed **Marriage License** and mail it to Service Alberta in order for your marriage to be registered. You or a family member will receive a photocopy of the completed Marriage License on your wedding day. Please note: this photocopy is not an official or legal document.

The document you will need to make the legal name changes is a **Marriage Certificate**. We recommend you wait one week after your wedding date to allow time for Service Alberta to receive your completed Marriage License from us and register your marriage. You apply for your Marriage Certificate through any Registry Office. You need to decide if you want a wallet sized certificate or a framing size. A Marriage Certificate is the required document that you need.

The [Application for Marriage Documents](#) (PDF, 3 pages) can be filled out before you go to the Registry Office. They will also have the application there.

- Only one of you needs to go to the Registry Office to apply.
- You will need your photo ID.
- It takes 3-5 business days to receive your Marriage Certificate in the mail.

If you are in a rush to get your marriage certificate you may be able to apply at any Registry Office before 11:30am and pick up your certificate at a downtown Service Alberta office the same day (the Registry Office can give you the address for pick up) or if it is after 11:30am you can pick it up the next day.

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SPECIAL COVID-19 PROTOCOLS

The following additional guidelines may apply to Weddings during Covid-19 season. You will receive an updated Protocols Guidelines about 10 days before your wedding.

PUBLIC HEALTH RESPONSE GUIDELINES:

- Any person experiencing any signs of illness including cough, fever, shortness of breath, runny nose, or sore throat, is asked to stay home.
- We are limiting the attendance numbers for weddings to 10 people. This number may be lowered or raised in response to Alberta guidelines.
- Please remember to maintain social distancing of 6ft/2metres.
- Please be aware if the wearing of masks is mandatory as per City of Edmonton bylaws or AHS restrictions; if so this will be strictly enforced in our building.
- We ask that you avoid physical expressions of celebration like handshaking, hugging and other direct physical contact with any guests who are outside your cohort, as per AHS guidelines.
- No food or beverages may be shared onsite, however guests are welcome to bring their own bottled water. Families may also choose to bring and provide bottled water for their guests.
- To prepare guests before they arrive, we encourage families to communicate the Public Health Guidelines above, along with instructions for accessing our building (see next page for Protocols for guests).

FAMILY HOST:

We suggest that families designate a Family Host or take on these responsibilities themselves, to be the liaison before, and during, the day of the rehearsal and wedding, to help in the following areas:

- On the day of the wedding:
 - Bring a tablecloth for the 8ft guest table;
 - Set up guest table with family items, flowers, additional masks for guests, etc;
 - Consider bringing hand sanitizer or wipes for the table if a pen is to be supplied with a guest book;
 - Set up front of Chapel with flowers, etc;
 - Be available to Beulah staff when needed;
 - Submit a guest list (an optional template will be provided) of those who attended, to your designated Administrative Wedding Specialist at weddings@beulah.ca for contact tracing purposes;
 - Work with the Officiating Pastor who can answer questions about logistics.



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You will receive an updated version of this letter for your guests prior to your wedding. It will be edited based on the current City of Edmonton or AHS restrictions in place at the time of your wedding. Please forward it to your guests or cohort representatives at least a week before your wedding.

Hi _____, (individual guest or cohort representative)

In preparation for couple's name wedding on date please see the below Beulah's COVID-19 Wedding Protocols and Building Access and Seating Instructions.

Beulah's Covid-19 Wedding Protocols:

- Any person experiencing any signs of illness including cough, fever, shortness of breath, runny nose, or sore throat, is asked to stay home.
- Please remember to maintain social distancing of 6ft/2metres.
- Guests will be required to wear masks.
- We ask that you avoid physical expressions of celebration like handshaking, hugging and other direct physical contact with any guests who are outside your cohort, as per AHS guidelines.
- No food or beverages may be shared onsite, however guests are welcome to bring their own bottled water.
- We have divided the building into 5 distinct zones, each with its own parking area, entrance doors, and washrooms.

Building Access and Seating Instructions.

- Please park in the east parking lot, which is behind the building.
- The wedding will take place in The Chapel .
- Access is only through the Youth Centre Lobby exterior doors, which are to the right as you face the building.
- An usher will be at the Youth Centre exterior doors to greet you.
- Once inside an usher will be at the entrance doors to the Chapel to show you your designated cohort seating.
- There are washrooms near the Kitchen.
- Once the wedding is completed we ask that guests would exit the building directly in their cohorts.

Thank you for your cooperation and we look forward to hosting this celebration!

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RELAUNCH FOR FACILITY

WEST CAMPUS | MAP A

