



Weddings at Old Pine Street Church

Weddings honor the sacred bond of marriage and it is our privilege as a congregation to offer our church building to support the beginning of your journey as a married couple. We are an inclusive congregation and welcome both opposite-gender and same-gender couples.

MEMBERSHIP

It is not necessary to be a member of this congregation in order to hold your wedding at Old Pine; however, we ask that you respect that this is not a space being rented, but a House of God entered for a service of worship. Our church building is also a precious part of the nation's history and as such requires careful maintenance. We ask that reverence be shown by all present at the wedding and that the service remain under the sole direction of the minister.

When reading the fee structure, you'll notice that there are certain fees waived for members, who through their annual giving have already provided for the establishment of this church. Either the pastors of Old Pine or other professional clergy approved by the church may perform weddings for non-members.

SCHEDULING PROCEDURES

The first step in inquiring about a wedding at Old Pine is to contact the church office and speak with our Administrator/Wedding Coordinator, Lani Cole. Lani can be reached at 215-925-8051 or Lani@oldpine.org. If you decide to file an application, your wedding date must be approved by the Pastor, Director of Music, and the Session (the governing body of the church), which meets monthly.

All couples holding their wedding at Old Pine Street Church are required to use the services of the Wedding Coordinator. The Coordinator helps during the planning period and is present at both the rehearsal and the wedding ceremony to assist with details of the service. All meetings with the church Wedding Coordinator for scheduling, visiting the sanctuary, etc. are by appointment only.

A deposit of 50% of the sanctuary rental fee is due upon completion and submission of the wedding application. You may request that an Old Pine minister officiate (see table of fees) or you may choose another officiant. All officiants from outside our staff must be approved by the church.

RENTAL TIME PERIOD

The rehearsal is scheduled for one hour and should start and end on time. It is important to plan the rehearsal at a time when all of the participants can be present. All decorations and wedding bulletins should be brought to the church at the time of the rehearsal.

For the wedding ceremony, the rental period includes two hours before and after the ceremony start time.

MUSIC

Old Pine's Director of Music shall ordinarily be the organist for all weddings. If the Director of Music is not available for your wedding, a church approved alternate may serve as organist. Because the wedding service is an act of worship, the music used in a wedding should be appropriate for the worship of God. Requests for other musicians and/or non-traditional music must have the approval of the church before official invitations are issued. If a soloist or instrumentalist is desired, the Director of Music can suggest names of professional musicians in the area.

Musical instruments in the church sanctuary include a rebuilt, two manual, twenty-three rank 1892 J. W. Steere & Sons tracker pipe organ and a Boston grand piano.

PHOTOGRAPHY AND VIDEO

With the understanding that your wedding is a worship service, guests are not permitted to take photographs or videos during the wedding service. Please indicate this in your wedding bulletin. During the service, professionals make take non-flash silent photography and stationary video without artificial lighting from wither the rear of the worship space or the balcony without disrupting the service. You may gather for pictures before or after your wedding ceremony providing you remain within the allotted time frame (two hours prior two and two hours after the start time of the service).

FACILITY INFORMATION

THE SANCTUARY

Old Pine's sanctuary is a stunning historic display of the merger of Third, Scots & Mariners Churches adorned with beautiful stained glass windows, elaborate stencilling, a balcony housing the pipe organ, and large doors opening from the narthex onto Pine Street. The Center aisle is 50" wide and 36' long from the front pew to the back pew. The sanctuary seats approximately 500.

THE DUFFIELD ROOM & FRIENDS ROOM

Both the Duffield Room and Friends Room are available to the wedding party to gather prior to the ceremony. Both rooms feature hardwood flooring and windows looking out into our historic churchyard and offers space to sit and relax before the day's festivities.

PARKING

The Wedding Coordinator will arrange for special parking permit on the day of your wedding for the bike lanes on Pine Street between 3rd & 5th Streets; 4th Street between Lombard & Pine Streets; and 5th Street between Lombard and Pine Streets. Parking placards will be made available by the church. The couple will be responsible for obtaining 2 volunteers (from their wedding party or guests) to hand out the placards prior to the ceremony.

OTHER GUIDELINES

- No furniture in the church sanctuary may be removed or moved elsewhere, except by the church staff.
- No alcoholic beverages are permitted and nothing should be thrown (rice, confetti, bird seed, flower petals, etc.) that would litter church property.
- All remaining balances due shall be paid at the wedding rehearsal. Please coordinate payment information with the Wedding Coordinator.

WEDDING FEE SCHEDULE

	Member of Old Pine	Non-Member
Sanctuary	Waived	\$1,200*
Pastor (if officiating)**	Waived	\$500
Wedding Coordinator	\$275	\$275
Organist	\$300	\$300
Custodian	\$100	\$100

* 50% (\$600) of the Sanctuary fee is due with the application form in order to reserve your chosen date. The balance is due by the evening of the wedding rehearsal, in addition to all other fees (organist, wedding coordinator, etc.) Checks for the Sanctuary are to be made out to "Old Pine Street Presbyterian Church." *Additional checks are to be made to each individual and will be discussed with the Wedding Coordinator prior to the rehearsal.*

**Both Rev. Ferris and Rev. Blake require that couples meet with them at least two times prior to the wedding ceremony, for consultation and planning.

***The organist's fee includes one consultation with music selection and the wedding service. Additional rehearsals with soloists or other musicians will require an additional \$50 fee per rehearsal. Rates for soloists, or instrumentalists will vary depending on the individual and the amount of music requested. Professional singers from Old Pine Street Church Choir are available for weddings. Please contact the Director of Music through the church office for more information.

FOR ADDITIONAL INFORMATION, PLEASE CONTACT THE CHURCH OFFICE:

Lani Cole, Church Administrator/Wedding Coordinator
215-925-8051
Lani@oldpine.org

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