



# Wedding Services

*For this cause a man shall  
leave his father and his mother,  
and shall cleave to his wife; and  
they shall become one flesh.*

Genesis 2:24 (NASB 1977)



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# Letter From Reid Brown

## CCC Director of Discipleship

Congratulations on your engagement! This is a great time in your life! As a couple, you are organizing a special memorable and meaningful event.

CCC is committed to helping you with your planning and thus have compiled this handbook. If you are getting married at CCC, there will be ten to fifteen staff/volunteers who have worked behind the scenes to make this a special day for you.

This book helps you understand a biblical view of marriage and CCC wedding policies. We hope this book answers all your questions about getting ready for your wedding day.

Our commitment to you goes beyond planning and conducting the ceremony. The wedding is important, but the marriage is even more important! We want you to have a fun, fulfilling marriage that puts a smile on the faces of others around you. We believe this requires a clear understanding on your part of what God intended marriage to be.

*Marriage Matters* is a six-week class offered three times a year (February, May, and September). The relaxed format has interaction around tables with other engaged couples. Practical teaching, reading assignments, video clips, and transparency by the teachers on the good, the bad, and the ugly will help you understand what it means to have a fulfilling marriage. Afterward, you and your fiancé(e) will be connected with a marriage mentor couple. These couples will meet with both of you in private sessions to discuss the intricacies of marriage. They will also utilize the CCC questionnaire and FOCCUS survey that you completed at [cccomaha.org/marriage](http://cccomaha.org/marriage).

During the time leading up to your wedding, you will work closely with the minister who oversees the wedding ministry and our wedding ministry administrator. We are only an email or phone call away.

Please read this book carefully to understand why we are committed to making weddings and marriages so special! For more information about planning a wedding at CCC, visit [cccomaha.org/marriage](http://cccomaha.org/marriage).

Thank you for letting us be involved in this special time! We are honored and are here to serve you.

Sincerely,



# The Scriptural Foundation for Marriage

**A**fter God created man, he concluded that it was not good for man to be alone (Genesis 2:18). That assessment stands out in striking contrast to all previous assessments. After each stage of creation, the Bible reads, “and God saw that it was good” (Genesis 1:4, 10, 12, 18, 21, and 25). But when he saw that man was alone, without a mate, something wasn’t quite right. Man was incomplete.

So, God decided to create a woman. She would be a counterpart to the man. God said, “...I will make a helper suitable for him” (Genesis 2:18, NIV). Literally, “corresponding to him.” Even more literally, “corresponding to the one who is in front.” The man would be the leader, the one in front, and the woman would correspond to him.

To accomplish this, God gave the man an anesthetic. The Bible says, “So the Lord God caused a deep sleep to fall upon the man, and he slept” (Genesis 2:21, NASB). Then he took a rib from the man, and from it, he made a woman. Matthew Henry wrote, “The woman was made of a rib out of the side of Adam; not made out of his head to rule over him, nor out of his feet to be trampled upon by him, but out of his side to be equal with him, under his arm to be protected, and near his heart to be beloved.”

After creating the woman, God performed the first wedding ceremony. That’s right!

The first wedding took place in the Garden of Eden. God brought the woman to the man and gave her to him. When Adam saw Eve, he got very excited. In Genesis 2:23 (NASB), he said,

*This is now bone of my bones,  
And flesh of my flesh;  
She shall be called ‘Woman,’  
Because she was taken out of Man.*

If we were to translate that Hebrew expression into contemporary English, we would render it something like this, “Wow! I can’t believe what I am seeing. It’s too good to be true. Here’s someone who is like me—a human being, yet different from me—sexually opposite.”

The end of this first wedding ceremony, the Bible adds this comment in verse 24 (NASB 1977):

*For this cause a man shall leave  
his father and his mother, and  
shall cleave to his wife; and they  
shall become one flesh.*

That sentence establishes marriage as the most basic of all human institutions.

And then, when God stepped back and surveyed the earthly scene with a married couple in the midst of it, he concluded that it was *very good* (1:31, NIV).

# Nebraska Marriage License Laws

*Note: You must have your Nebraska marriage license on the day of your wedding for the pastor to sign.*

Applicants supply the following:

- A fee of \$25 in cash or credit card. Personal checks are not accepted. If a consent form is required, an additional fee of \$15 will be required for each consent form.
- Proof of identity/age driver's license or a certified birth certificate or other legal document or notarized copy thereof. If proof is not given, the license will be refused.

You will need a certified copy of your marriage license to change your name on your driver's license and to change your Social Security records. Certified copies of the marriage license are \$9 each. You can prepay for a certified copy at the time you get your license.

The license must be purchased in the state the marriage will be performed.

If either the groom or bride is not of legal age (19), a notarized consent form signed by the person's father, mother, legal guardian, or custodian giving consent to the marriage of the minor is required. If either the groom or bride is under 17 years of age, the license cannot be issued. The bride and groom must provide the city and state of parent's birth and their mother's maiden name.

If any of the listed items are missing, the marriage license is held pending the additional item or items needed and so noted on the marriage checklist.

Applicants are no longer required to observe a two-day waiting period prior to ceremony.

## Marriage License Locations

### **Douglas County Clerk's Office**

1819 Farnam St., Number H08  
Omaha, NE 68183

Monday–Friday | 7:30 AM–4:30 PM  
402.444.6080 | [marriage@douglascounty-ne.gov](mailto:marriage@douglascounty-ne.gov)  
[douglascountyclerk.org/marriage-licenses](http://douglascountyclerk.org/marriage-licenses)

### **Sarpy County Clerk's Office**

1210 Golden Gate Drive, Number 1118  
Papillion, NE 68046

Monday–Friday | 8 AM–4:45 PM  
402.593.2105 | [Clerk@sarpy.com](mailto:Clerk@sarpy.com)  
[sarpy.gov/214/Marriage-Licenses](http://sarpy.gov/214/Marriage-Licenses)

# Wedding Procedures & Services at CCC

## WEDDING COORDINATION

As you plan your wedding, you will work closely with a wedding coordinator. Although not a church employee, the wedding coordinator is a member or regular attender of CCC and is appointed by CCC as a representative who is qualified to interpret policy and help you plan ceremony details. It is important to keep her informed. In other words, assume nothing! A well-informed coordinator is worth her weight in gold, but can only function as well as allowed.

The wedding coordinator's responsibilities include:

1. Explaining church wedding policies, available equipment, and fees.
2. Consulting with you on all details of your wedding.
3. Enlisting a sound operator.
4. Providing instruction at the rehearsal.
5. Ensuring a smooth procession of scheduled events on your wedding day.

CCC's leadership has established the policies in this handbook. It is the wedding coordinator's role to ensure they are followed. We ask for your cooperation and encourage you to direct any concerns regarding these policies to Reid Brown, Director of Discipleship, at [ReidB@cccomaha.org](mailto:ReidB@cccomaha.org).

## GENERAL CONDUCT

The following conduct applies to all weddings and rehearsals held at CCC. We ask that you uphold these guidelines by informing your families, wedding party, and guests as necessary.

1. Smoking is not allowed inside any church buildings.
2. Alcohol is not allowed on church property. No alcohol is allowed inside or outside the building, including dressing room and the church parking lot.

## PHOTOGRAPHY/VIDEO INFORMATION

Please be aware:

1. The Chapel must be cleared 45 minutes before the service.
2. Video may be recorded. The wedding coordinator will assist you to find suitable settings in and around the church facility.

## USE OF FACILITY

In order to keep the church building in condition for reuse with a minimum of cleanup, the following policies have been established:

1. Childcare rooms and the nursery are not available for use.
2. The Gym and sporting equipment are not available for use.
3. Nothing (rice, birdseed, flower petals, etc.) may be thrown inside or outside the building. Bubbles and helium-filled balloons are permitted outside only.
4. Any candles used in the facility must be enclosed by a chimney (bottom and sides higher than one inch) or glass globe to comply with fire code restrictions. Exception: unity candle with tapers on either side.
5. Tape and thumb tacks are not to be used on pews, chairs, or other surfaces. Masking tape is not acceptable. Only wrapped wire, pipe cleaners, fabric, ribbon, or zip-ties can be used for attaching decorations to aisle candles, candelabras, pillars, lattice, staircase, or pews.
6. No overnight parking for weddings is permitted in the in the church parking lot.
7. On Fridays, the building must be vacated by 9 PM.
8. On Saturdays, the building must be vacated by 6 PM.

## MUSIC

Your ceremony provides a unique opportunity for you and your fiancé(e) to testify of your love and commitment to Christ. We encourage you to select music that communicates this.

We know that each person has unique tastes and preferences in music. We want you to focus on having the music be coordinated with the rest of the service to create a worshipful atmosphere that is consistent with our ministry focus.

If you need suggestions or assistance in this area, we recommend that you consult your wedding coordinator, your instrumentalist, or a Christian bookstore.

If you are planning on using a CD, original CDs work on all of our sound equipment, while copies do not always work. If you are using copies, they must be submitted to your wedding coordinator five weeks prior to your wedding for testing.

We can use digitally recorded music, such as Spotify. Please give your playlist to your wedding coordinator five weeks prior to the wedding

If using non-traditional or secular songs, the words and music must be submitted to your wedding coordinator a minimum of five weeks prior to your wedding for approval by Reid Brown, Director of Discipleship, at **ReidB@cccomaha.org**.

## MINISTERIAL INVOLVEMENT

Although our premarital counseling is directed by the minister overseeing the wedding ministry, all ministers at CCC are qualified to conduct wedding ceremonies.

A different minister may be involved, but they must be approved by Reid Brown, Director of Discipleship, at [ReidB@cccomaha.org](mailto:ReidB@cccomaha.org).

## ORDER OF SERVICE

Please communicate your preferences to the officiating minister so that he can help you design a meaningful ceremony that reflects your personal taste and style. Keep in mind that he must approve the entire service, including your music selection. Below is a basic order of service that may be modified for your use.

- Prelude
- Candle lighting
- Seating of grandparents/parents
- Processional
- Introduction
- Prayer of invocation
- Giving away of the bride
- Music
- Spiritual instruction
- Affirmation of faith in God
- Vows
- Rings
- Pronouncement
- Communion
- Unity candle
- Music
- Kiss
- Prayer of dedication
- Presentation of couple
- Recessional



## WEDDING EQUIPMENT AND DECORATIONS

The following items are included in your wedding fee and are reserved by your wedding coordinator prior to your wedding date.

- Aisle candle holders
- Candelabras
- Candles
- Unity candle holders
- Communion chalice and plate
- Two topiaries
- Pillars

These items are set up and torn down by the CCC Facilities Team.

CCC provides up to thirty tapers for use in aisle candles and candelabras as part of the rental fee.

The use of a white center aisle runner is allowed, but the church is not responsible for furnishing it. You will need to provide someone to roll it.

Only white synthetic petals are permitted inside the church, which are provided by CCC. If you plan to use these petals, you must also plan to pick up the petals after the wedding.

The Chapel will be restored to its regular décor immediately following the ceremony. It is your responsibility to provide the wedding coordinator with special instructions if you wish to keep any disposable items such as bows, flowers, greenery, candles, etc. You must have a team assigned to disassemble, pack up, and remove any items you wish to keep.

The earliest you may decorate is 10 AM the day prior to your wedding. The building closes at 9 PM Monday through Friday and 6 PM on Saturday. Wedding services on Saturday may begin no later than 4 PM.

# Wedding Fees

The Lord has blessed us with a beautiful facility. We count it a privilege to offer it to CCC members and regular attenders. All couples are asked to pay a maintenance support fee, which covers expenses but does not profit the church in any way. Although we consider weddings to be a unique part of our ministry, we also recognize the commitment required by our appointed lay people to provide these services with excellence. For this reason, a fee is charged to compensate them for their involvement.

The bride, groom, or their parents must be members of CCC to qualify for the member rate.

	<b>Member</b>	<b>Attender</b>
<b>Chapel Wedding</b>		
Wedding coordinator, sound operator, custodian, equipment, up to 30 candles	\$350	\$500
Optional: Video Fee	\$50	\$50
Videos played during ceremony require a CCC Production Team Operator		
<b>CCC Ministerial Fee</b>	\$200	\$200

If the couple is having a CCC minister officiate their wedding, the church asks that a separate check be written to the minister.

Full payment is due no later than the rehearsal the day previous to the ceremony. Your wedding coordinator will take payments at that time.

# Wedding Contact Information

## GENERAL

Christ Community Church	402.330.3360	info@cccomaha.org
Wedding Administrator	402.938.1518	DebP@cccomaha.org

## OFFICIATING MINISTERS

Reid Brown	402.938.1561	ReidB@cccomaha.org
Wendell Nelson	402.938.1573	WendellN@cccomaha.org
Marc Montanye	402.938.1577	MarcM@cccomaha.org
Brad Mock	402.938.1534	BradM@cccomaha.org

## WEDDING COORDINATORS

Meredith Cowman	217.430.0978	MeredithC@cccomaha.org
Jen Hornacek	402.850.8583	dawlf356@yahoo.com
Ashley Jarvi	952.486.9548	AshleyJ@cccomaha.org
Hannah Lawler	712.309.6178	piercyhannah@yahoo.com

## PREMARITAL COUNSELING QUESTIONS

Reid Brown	402.938.1561	ReidB@cccomaha.org
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# Facility Measurements

**Length of aisle** (platform to door): 58' (cloth minimum 70')

**Number of center aisle pews**

25 total—14 on the right, 11 on the left

**Aisle candles** (bottom of candle to floor)  
Approximately 6 ½' fabric (approx. 26" wide)  
6' ribbon (does not include bow)

**Pipe and drape** (black or white)

Approximate Height: 14'  
Approximate Width: 32'

**Table dimensions**

Chapel: Unity/Communion, 17" x 49 ½"  
Tall Atrium: 30"x 48"

**Pillars**

3 ivory, carved/scrolled: 30 ½" x 12 ½"  
2 ivory, carved/scrolled: 41 ¼" x 12 ½"  
2 ivory, plain or fluted: 42 ½" x 12"  
2 white, fluted: 32" x 9 ½"  
2 gold, Greek column: 36" x 8"  
2 stone, fluted: 24" x 9 ½"

# Wedding Forms

Please cut out the following forms, fill them out, and return them to the Wedding Coordinator. Alternatively, you may fill them out online under “Forms” at **[cccomaha.org/marriage](http://cccomaha.org/marriage)**.



# WEDDING DETAILS

Bride name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Groom name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Future Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Minister(s) officiating wedding \_\_\_\_\_ Phone \_\_\_\_\_

Rehearsal Date \_\_\_\_\_ Time \_\_\_\_\_

Rehearsal Dinner Location \_\_\_\_\_ Time \_\_\_\_\_

Wedding Date \_\_\_\_\_ Time \_\_\_\_\_

Reception Location \_\_\_\_\_ Time \_\_\_\_\_

Photographer \_\_\_\_\_ Phone \_\_\_\_\_

Photographer arrival time \_\_\_\_\_ Photos before wedding? Y / N

Photography times: Discuss with your photographer, be done one hour prior to wedding  
(Example: 1 PM—bride & groom; 1:30 PM—wedding party; 2 PM—family; 3:30 PM—wedding)

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*If photos including both the bride and groom are taken before the ceremony, we will schedule a private moment for bride and groom to see each other for the first time (the first look).*

Videographer \_\_\_\_\_ Phone \_\_\_\_\_

Videographer arrival time \_\_\_\_\_

Florist \_\_\_\_\_ Phone \_\_\_\_\_

Florist arrival time \_\_\_\_\_

Bridesmaids arrival time \_\_\_\_\_ Groomsmen arrival time \_\_\_\_\_

Personal attendant \_\_\_\_\_ Phone \_\_\_\_\_

Personal attendant arrival time \_\_\_\_\_

Usher names

\_\_\_\_\_  
\_\_\_\_\_

Host names

\_\_\_\_\_

Guest book attendant names

\_\_\_\_\_

Person(s) taking down decorations and transporting from church

\_\_\_\_\_

Person(s) transporting gifts from church

\_\_\_\_\_

How many guests do you expect? \_\_\_\_\_

Which of the below items would you like to have at your wedding? *(check all that apply)*

- Unity candle
- Mothers lighting taper unity candles
- Bride and groom communion
- Show a video, slideshow, or DVD (additional fee)
- Aisle runner (provided by you, not the church)
- Receiving line
  - At the church: bride & groom greet guests at their seat, usher out row by row
  - At the church: ushers let guests go row by row; receiving line is in Atrium
  - At the reception location
- Candle lighters (must be at least 12 years old and close to 5' tall to reach candles)

Will parents be a part of the receiving line?      Y / N

Send off (bubbles, limo, etc): \_\_\_\_\_

Limo company \_\_\_\_\_ Phone \_\_\_\_\_

Who will hold the marriage license during the ceremony? \_\_\_\_\_

Who will hold the rings during the ceremony? \_\_\_\_\_

Will your dress need to be bustled after the ceremony?     Yes     No

If so, before or after the receiving line? \_\_\_\_\_

Who will bustle the dress? \_\_\_\_\_

Contact person (not bride or groom) if something is left at the church and needs picked up at a later date \_\_\_\_\_

# PROCESSIONAL

Name \_\_\_\_\_ Ushered by \_\_\_\_\_

Candle lighters \_\_\_\_\_ Age \_\_\_\_\_  
\_\_\_\_\_ Age \_\_\_\_\_

Bride's grandparents

\_\_\_\_\_  
\_\_\_\_\_

Groom's grandparents

\_\_\_\_\_  
\_\_\_\_\_

Groom's parents

\_\_\_\_\_

Bride's mother \_\_\_\_\_

The wedding party will walk as:  individuals  couples

Bride's Attendants

Groom's Attendants

1. Maid of Honor \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_  
7. \_\_\_\_\_

1. Best Man \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_  
7. \_\_\_\_\_

Flower girl(s) \_\_\_\_\_ Age \_\_\_\_\_  
\_\_\_\_\_ Age \_\_\_\_\_

Ring bearer(s) \_\_\_\_\_ Age \_\_\_\_\_  
\_\_\_\_\_ Age \_\_\_\_\_

Do you want them to stand with the wedding party or sit with parents? \_\_\_\_\_

Will the bride be given away?  Yes  No

If yes, by whom? \_\_\_\_\_ Relationship \_\_\_\_\_

# ORDER OF CEREMONY

Please note which song will be paired with which part of the ceremony and how the song will be played (musician, CD, etc). Please add or cross out elements of the ceremony as needed to match your ceremony's order of service.

Prelude Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Candle lighting Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Seating of family Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Processional Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Giving of the bride Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Spiritual instruction (Intro)

Scripture Reading By whom \_\_\_\_\_ Passage \_\_\_\_\_

Message

Affirmation of faith

Vows

Giving of rings

Official pronouncement

Unity candle Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Communion Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Kiss and official introduction

Recessional Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Postlude Name of song(s) \_\_\_\_\_ by \_\_\_\_\_

Pianist/organist/other musicians (list names and instruments)

\_\_\_\_\_  
\_\_\_\_\_

Vocalists (list names)

\_\_\_\_\_  
\_\_\_\_\_

# PHOTOGRAPHER INFO

Photographer name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Wedding date \_\_\_\_\_ Ceremony time \_\_\_\_\_

Time of formal photos \_\_\_\_\_



**CHRIST COMMUNITY CHURCH**

404 S. 108th Avenue | Omaha, Nebraska | 68154

402.330.3360 | info@cccomaha.org | [cccomaha.org](http://cccomaha.org)



# FLORIST INFO

Florist name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Wedding date \_\_\_\_\_ Ceremony time \_\_\_\_\_

Time florist arrives to decorate \_\_\_\_\_

## Corsages

Mother(s) \_\_\_\_\_

Grandmother(s) \_\_\_\_\_

Guest book attendant(s) \_\_\_\_\_

Musicians \_\_\_\_\_

Reception servers \_\_\_\_\_

Others \_\_\_\_\_

## Boutonnieres

Groom \_\_\_\_\_

Groomsmen \_\_\_\_\_

Ushers \_\_\_\_\_

Father(s) \_\_\_\_\_

Grandfather(s) \_\_\_\_\_

Minister(s) \_\_\_\_\_

Ring Bearer \_\_\_\_\_

Musicians \_\_\_\_\_

Others \_\_\_\_\_

## Bouquets

Bride \_\_\_\_\_

Maid/Matron of Honor \_\_\_\_\_

Bridesmaids \_\_\_\_\_

Flower Girl(s) \_\_\_\_\_

**Please note:** Tape and thumb tacks are not to be used on pews, chairs, or other surfaces. Masking tape is not permitted. Only wrapped wire, pipe cleaners, fabric, ribbon, or zip-ties can be used for attaching decorations to aisle candles, candelabras, pillars, lattice, staircase, or pews.



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**CCCOMAHA.ORG**

**info@cccomaha.org / 402.330.3360**