



Oak Grove Baptist Church

Facility Usage Policy for Weddings

Effective Date: March 29, 2026

Oak Grove Baptist Church

Facility Usage Policy for Weddings

Purpose

The Sanctuary of Oak Grove Baptist Church is a sacred space designated for Holy ceremonies, including weddings. This policy outlines the guidelines for usage to ensure that all events maintain the integrity of the church environment.

Eligibility

Usage of the facility for weddings is for active members only. Non-members do not have the right to use the facility unless they have received special prior approval from the Deacon Board.

Definition of active and inactive members can be found in the “Oak Grove Constitution and By-Laws”

Fees

- Church Members: There is no charge for active members of Oak Grove Baptist Church wishing to utilize the Sanctuary for their wedding ceremony.
- The reserving member will be responsible for paying a facility cleaning fee. This fee is determined by and paid directly to the cleaning company.

Reservation Process

All wedding reservation requests must be submitted to the Church Office for approval no later than 90 days prior to the desired wedding date. Requests made after this time will still be considered as availability allows but cannot be guaranteed.

Time Limitations

- Weddings may be scheduled during the following times:
 - o Fridays: Any time after 4 PM
 - o Saturdays: Any time, provided the event concludes by 10 PM

Note: The Sanctuary is not available for use on Sunday mornings due to church services.

Usage Guidelines

- **Alcohol Policy:** The consumption of alcoholic beverages on church property is strictly prohibited.
- **Setup and Cleanup:** The wedding party is responsible for all setup, decoration, and cleanup. All items and decorations must be removed by 10 PM on Saturday night.
- **Conduct:** All ceremonies must be family-friendly and reflect the values of the church. Conduct should maintain respect for the spiritual nature of the Sanctuary.

Liability

Oak Grove Baptist Church is not liable for any injuries or accidents that occur during the rental period. The reserving party is responsible for any damage incurred during their event. Oak Grove Baptist Church is not responsible for any Acts of God that may prevent the wedding from taking place in our facilities.

Cancellation Policy

In consideration of other members, cancellations should be submitted to the Church office with as much advance notice as possible prior to the scheduled event, allowing time for proper scheduling with the cleaning contractor and for the facility to be offered to others. All deposits will be fully refunded unless the Church has already incurred a related expense.

Agreement

By reserving the Sanctuary for a wedding, the reserving party agrees to comply with this policy and accepts responsibility for any violations that may occur during their ceremony.

For any questions or to make a reservation, please contact the Church Office at (770) 534-7987 or oakgrovegainesville.com.

Responsible Parties in the Church

Any concerns or questions related to facility use should be directed to the Chair, CoChair, or Secretary of the Deacon Board for resolution.