



Wedding Services

*That is why a man
leaves his father and
mother and is united
to his wife, and they
become one flesh.*

—GENESIS 2:24



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Letter From Marc Montanye

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/weddings-funerals.

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/weddings-funerals.

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

Sincerely,



MARC MONTANYE



The Scriptural Foundation for Marriage

After 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 previous stage of creation, the Bible reads, “and God saw that it was good” (Genesis 1:4, 10, 12, 18, 21, and 25). But when God saw that man was alone, without a partner, something wasn’t quite right. Humans are made in the image of God and designed to live in community, a reflection of God’s Trinitarian relationship.

So, God creates a woman. She would be a perfect counterpart to the man. God said, “...I will make a helper suitable for him” (Genesis 2:18). Like two pieces of a puzzle, the man is now face to face with one who corresponds perfectly to him, perfectly suited to partner with him in the work for which God created them (Genesis 1:27–28).

To accomplish this, the Bible says, “So the Lord God caused the man to fall into a deep sleep...” (Genesis 2:21). Then God took a rib from the man, and from it, he made a woman. Matthew Henry, a 17th-century British Nonconformist pastor and author of *Matthew Henry’s Commentary on the Whole Bible*, 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.”

In this way, God reveals his intention for male and female to be one. They share in God’s image, as well as a God-given purpose in the world. Male and Female work together to bring order from chaos in their world, just as God did through creation. They embody God’s reminder that it is not good to be alone.

After creating the woman, God brings her to Adam’s side. Here in the Garden of Eden, God blesses the first marriage union. When Adam saw Eve, he said (Genesis 2:23),

*This is now bone of my bones
and flesh of my flesh;
she shall be called “woman,”
for she was taken out of man.*

A more modern way of expressing Adam’s delight might be to say, “Finally! Here’s someone who is like me—a human being, yet different from me—a perfect fit!”

After Adam’s response, the Bible adds this comment in verse 24:

*That is why a man leaves his father
and mother and is united to his wife,
and they become one flesh.*

God’s first blessing is thus given to this man and woman joined in perfect union, and we celebrate the institution of marriage in honor of God’s design.

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
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
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 always 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 the coordinator informed. In other words, assume nothing! A well-informed coordinator is worth their 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 Marc Montanye, CCC's Director of Discipleship & Group Life, at MarcM@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 forty-five 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.
3. For our setup, you will need to bring a 1/4" connection for audio.
4. Please contact the sound tech for assistance no later than thirty minutes before the service.

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. 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.
5. No overnight parking for weddings is permitted in the in the church parking lot.
6. On Fridays, the building must be vacated by 9 PM.
7. On Saturdays, the building must be vacated by 6 PM.
8. While we provide time for you to have a wedding rehearsal, CCC does not host rehearsal dinners or receptions.

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. Each person has unique music tastes and preferences. 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, or your instrumentalist.

We can use digitally recorded music, such as Spotify. Please give your playlist to your wedding coordinator four weeks prior to the wedding. To create and share a Spotify playlist:

1. Create: open Spotify, navigate to “Your Library” > “Playlists.” Click “Create Playlist” button. Name your playlist.
2. Add songs: once the playlist is created, you can add songs. Search for songs, albums, or artists, then click the three dots next to a song/album and select “Add to Playlist.” Choose the playlist you just created.
3. Customize: Reorder songs, remove them, or add a description to your playlist by clicking the pencil icon next to its name.
4. Share: to share your playlist, click on the three dots next to its name and select “Share.” Choose how you want to share it (via link, social media, or to another Spotify user).
5. Sharing options: depending on your platform, you can share the playlist link directly or you can copy the link and share it through other apps or platforms.

If using non-traditional or secular songs, the words and music must be submitted to your wedding coordinator a minimum of four weeks prior to your wedding for approval by Marc Montanye, CCC’s Director of Discipleship & Group Life, at MarcM@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 Marc Montanye, CCC's Director of Discipleship & Group Life, at MarcM@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
- 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
- Battery operated candles
- Unity candle holders
- Communion chalice and plate
- Pillars

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

CCC provides up to thirty battery operated 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 decor 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 Application and Fees

Please submit a Wedding Application form at least six months prior to the wedding date. CCC's wedding administrator will contact you within five business days with the date that will be tentatively held for you. Your date will be confirmed once payment is received within 30 days of the application. Wedding applications can be found at cccomaha.org/weddings-funerals.

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.

	Member	Attender
Chapel Wedding		
Wedding coordinator, sound operator, custodian, equipment, up to 30 candles	\$450	\$600
Optional: Video Fee	\$50	\$50
Videos played during ceremony require a CCC Production Team Operator		
CCC Ministerial Fee	\$200	\$200

If you use a CCC minister, a \$200 honorarium check is issued separately and made payable directly to the minister. If you use a non-CCC officiant, you are responsible for their honorarium. This payment includes a wedding coordinator, sound operator, and custodian.

Full payment is due up front to reserve the chapel. The optional video fee can be paid at a later date. There is a \$200 non-refundable deposit if you cancel within 90 days of your wedding.

Wedding Contact Information

GENERAL

Christ Community Church
Missy Collins
Wedding Administrator

402.330.3360
402.938.1570

info@cccomaha.org
MissyC@cccomaha.org

PREMARITAL COUNSELING QUESTIONS

Marc Montanye

402.938.1577

MarcM@cccomaha.org

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

2 gold, Greek column: 36" x 8"
2 stone, fluted: 24" x 9 ½"

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/scrolls: 30 ½" x 12 ½"
2 ivory, carved/scrolls: 41 ¼" x 12 ½"
2 ivory, plain or fluted: 42 ½" x 12"
2 white, fluted: 32" x 9 ½"

Wedding Forms

Please use the following forms as a template. When details are finalized, fill out the form labeled “wedding details” at **cccomaha.org/weddings-funerals**



WEDDING DETAILS

Bride name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Bride's email _____

Groom name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Groom's email _____

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)

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 _____

What time is the bride arriving? _____

Is the bride getting her hair and make-up done at CCC? _____

Bridesmaids arrival time _____ Groomsmen arrival time _____

Personal attendant _____ Phone _____

Personal attendant arrival time _____

Usher names

Host 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 seats, usher out row by row
 - At the church: ushers let guests go row by row; receiving line is in Atrium
 - At the reception location

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

Send off (bubbles, limo, etc): _____

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

Bride and groom names _____

Bride's grandparents

Bride's grandparents will be ushered by? _____

Groom's grandparents

Groom's grandparents will be ushered by? _____

Groom's parents

Groom's parents will be ushered by? _____

Bride's mother _____

Bride's mother will be ushered by? _____

The wedding party will walk as: individuals couples

Bride's Attendants

Groom's Attendants

1. Maid of Honor _____

1. Best Man _____

2. _____

2. _____

3. _____

3. _____

4. _____

4. _____

5. _____

5. _____

6. _____

6. _____

7. _____

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.

Bride and groom names _____

Prelude Name of song(s) _____ by _____

Unity candle lighting (Mothers) Name of song(s) _____ by _____

Seating of the family Name of song(s) _____ by _____

Processional 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 (Bride and Groom) 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)

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.



CHRIST COMMUNITY CHURCH

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