



Lakewood Church Wedding Guidelines

Office Weddings

Lakewood Church believes in the sanctity of marriage according to Mark 10:6-9 *"But at the beginning of creation God 'made them male and female. 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. 'Therefore what God has joined together, let man not separate"*

A wedding is one of the most important days in a person's life, and we want to make your wedding at Lakewood Church is as wonderful as possible. The following are the Lakewood Church Wedding Guidelines for Office Weddings to help plan for your special day:

Lakewood Minister

Everyone desiring to be married at Lakewood Church must agree to have an ordained Lakewood Church minister. A list of available ministers will be provided upon request. Due to their schedules, our Pastors Joel and Victoria are not available for weddings.

Marriage License

A Texas marriage license is required for all weddings to take place through Lakewood Church. Each couple is responsible for obtaining their marriage license through their county clerk's office and should be valid at the time of the wedding.

Pre-Marital Course

We're excited to about our partnership with *Together in Texas*. In the Texas legislature, a bill passed in 2007 that further expands healthy marriage efforts in Texas by encouraging those planning to marry to complete eight hours of research-based instruction on skills including managing conflict, communication, and elements of a successful marriage. Couples who complete eight hours of instruction may waive the 72-hour waiting period between license, application and marriage.

Our pre-marital course "Saving Your Marriage Before It Starts" offers eight one-hour classes every Wednesday, Saturday and Sunday. If you complete our pre-marital classes and present the *Together In Texas* certificate to the county clerk's office when you are applying





for your Texas marriage license, the \$60 state portion of the marriage license fee will be waived. Counties may add up to \$22 in additional fees to a marriage license. Those local fees will not be waived.

Everyone desiring to be married at Lakewood Church by a Lakewood minister **must** complete **(as a couple)** the required pre-marital course offered at Lakewood Church. Upon completion of the course, attendees will receive a certificate of completion that will allow them to be married by a Lakewood minister.

Wedding Department

- The Wedding Department is your key contact at Lakewood Church for use of the church facility or contacting a Lakewood minister for your wedding.
- A wedding coordinator will be assigned to your wedding three weeks prior to your date. They will reach out to you to go over all the details of your wedding and make sure you have all the information that you need.
- Please contact our Wedding Department at 713-491-1410 or lakewoodweddings@lakewood.cc for answers to questions and additional information.

Office Weddings

We offer Office Weddings for those who prefer a simple, inexpensive wedding ceremony. A maximum of 20 guests can be accommodated. The service is approximately 30 minutes and held in the New Beginnings Room located on the 2nd floor.

- Included with office weddings:
 - 2 – silk floral arrangements placed near the front of the room
 - 1 – six-foot table with black cloth and skirting near entrance
 - Cushioned chairs
- The New Beginnings Room will be available 30 minutes before the ceremony is scheduled to accommodate your photographer and attendants.
- Nearby dressing areas are available in our men's and women's restrooms for the bride, groom and attendants. These areas will not be locked during the ceremony and





the church assumes no responsibility for lost or stolen items.

- No irons or ironing boards are allowed.
- Rice, confetti, bird seed, real flower petals or any other material that might be thrown or dropped at the wedding may not be used inside or outside the facility.
- Blowing bubbles is allowed outside the facility only.
- There is no rehearsal for an office wedding.
- Please help us by reminding your wedding party that smoking and alcoholic beverages are not permitted on church property.

Making a Reservation

Due to the large number of wedding requests, the church is only able to accommodate members of Lakewood Church. If you are interested in obtaining a file number, please call our Customer Service Department at 1-800-278-0520.

- Your initial request for reserving an office wedding should be made with a wedding coordinator. Available dates may be obtained by telephone or through e-mail.
- Dates are only confirmed after the wedding department receives a completed **Wedding Booking Form**. A confirmation e-mail and invoice will be sent when wedding date has been confirmed.

Office Weddings are available:

- Friday 10:00a.m. – 2:00p.m.
- Saturday 10:00a.m. – 1:00p.m.

Expense Fee:

\$50
\$150

Payments are due two weeks prior to the wedding date. The payments can be made at the Lakewood Bookstore. Please provide them with your wedding invoice, so we can ensure that your account is credited. We accept cash, checks, debit card and all major credit cards.

- Once a minister has been confirmed, they will reach out to you to discuss the wedding ceremony. Please provide them with the order of service and information that applies to them.





- After the ceremony, the minister will sign the marriage license and the wedding coordinator will make a copy for the couple and submit the original license to the county clerk's office. If the couple's prefer to submit the original license to the county clerk's office, please let the wedding coordinator know prior to the ceremony.
- Please do not give any payments directly to the minister. All payments should be paid to the Lakewood Bookstore, prior to wedding date and time.
- In order to accommodate Saturday evening worship service, the ceremony must start no later than 1:00p.m on Saturday.
- Weddings at the church are not scheduled on the holiday weekends of Easter, Thanksgiving, Christmas and New Year's. Weddings are also not scheduled during church wide conferences or events.
- Renewal ceremonies are available for off-site locations, not for Chapel or Office Weddings.

Parking at the Church

- Lakewood church has limited daytime parking on Friday's. We request that the amount of cars do not exceed 10. If additional parking is needed, there are paid parking garages nearby.
- On Saturday, there is available parking in the parking garages, B1 and B2.

Flowers and Decorations

- We ask that no additional flowers or decorations are brought in for the office wedding. Bridal party bouquets, boutonnieres and corsages are allowed.
- Plants, greenery and other furnishings within the church facilities must not be moved in order to use them as decoration for weddings. Furnishings will remain as they appear in the normal room setting.





Photography and Videotaping

- All photographers and videographers offering their services to Lakewood Church members must have a signed statement on file with the wedding coordinator indicating that the photographer and videographer have read the guidelines for photography and videotaping and agree to abide by these policies. It is the responsibility of the couple to see that this is accomplished at least two weeks prior to the wedding.
- The photographer and videographer are allowed to move throughout the wedding area for the entire ceremony. We ask the photographer and videographer to be as discrete as possible.
- Video equipment must not be placed on the furniture. Once the ceremony has begun, the photographer's equipment not in use must be stored out of sight.
- The photographer or videographer may not bring in any additional lighting to the wedding or the reception, besides a normal flash.
- The photographer may take as many pictures before the ceremony as needed. If it is necessary to begin taking pictures any earlier than the normally allotted time of 30 minutes prior to the ceremony, this time must be scheduled with the wedding coordinator.
- The wedding party is restricted to a maximum time of **30 minutes** for any final pictures.
- All policies and restrictions that apply to the photographer and videographer also apply to any friend or member of the family who may be planning to use his or her own personal camera for taking pictures of the wedding.

Music

Lakewood does not provide an audio technician as part of the office wedding package. If you would like for music to be played during the ceremony, please bring in music and travel size music equipment (portable stereo, Bluetooth speakers, etc).





- As you are selecting the music for your wedding, please remember that this is a service of worship. Only music that is suitable for a worship service may be used. Contemporary Christian, hymns and classical instrumental music are acceptable. Pre-recorded instrumental or vocal tracks may be used in your wedding.

All music must be submitted to the wedding coordinator at least two weeks prior to your wedding.

We reserve the right to stop any activity during the ceremony that we deem inappropriate or in contradiction with the spiritual or ethical standards of Lakewood Church.

We appreciate your cooperation and congratulate you on your upcoming marriage.

Additional Pre-Marital Preparation

The church recommends the following books for further pre-marital preparation that can be purchased at the Lakewood Bookstore:

Saving Your Marriage Before It Starts, Les & Leslie Parrott
The Seven Principles for Making Your Marriage Work, John Gottman
The Five Love Languages, Gary Chapman
Before You Say "I Do", H. Norman Wright

Recommended Reading:

For Couples:

Our Best Life Together, Joel & Victoria Osteen
After You Say "I Do" Devotional, H. Norman Wright
The Seven Principles for Making Your Marriage Work, John Gottman
First Years of Forever, Ed Wheat
Love and Marriage, John Osteen
Six Lies the Devil Uses to Destroy Marriages, Lisa Comes
The Act of Marriage, Tim and Beverly LaHaye

Especially For Men: If Only He Knew, Gary Smalley

Especially For Women: For Better or For Best, Gary Smalley

