

*Bridgehampton Presbyterian Church  
Wedding Brochure*



*2429 Montauk Highway  
PO Box 3038  
Bridgehampton, NY 11932  
(631)537-0863  
[office@bridgehamptonpc.org](mailto:office@bridgehamptonpc.org)  
Reverend Adrian J. Pratt B.D.  
[pastor@bridgehamptonpc.org](mailto:pastor@bridgehamptonpc.org)*



**Contact Information:**

Pastor: Rev. Adrian J. Pratt

Organist: Thomas White

Office Administrator: Rebecca Wright

Email: [pastor@bridgehamptonpc.org](mailto:pastor@bridgehamptonpc.org)

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Telephone: (631)537-0863

**Fee Schedule: Members**

Sanctuary: \$ 1000 (honorarium donation)

Pastor: \$ 450

Organist: \$ 350

Sexton: \$ 250 or \$ 350 (Wedding/Parlors – dependent on attendance)

Parlors: \$ 450 (Member – this is a requested honorarium donation)

**Fee Schedule – Non-Member:**

Sanctuary: \$3,000 (\$200 Non-Refundable deposit to confirm the date to be deducted from the total amount due. Paid upon reservation of date.)

All other charges are the same as the Member Charges. (Pastor, Organist, Sexton, Parlors)

Parlors: \$ 450 (for 4 hours. Additional \$50 for each additional Hour.

\$ 65 Garbage (Removal and pick-up)

All Wedding Fees are for the Rehearsal and Ceremony.

Charges for the parlors if needed are for the event only.

If additional musicians are requested, their fee is at their discretion and is payable to them directly at the rehearsal. Our organist can recommend outside musicians.

Final Payments are to be mailed to the church office 30 days prior to the event date.

Individual checks are to be written and addressed to the specific person: BPC, Pastor, Organist & Sexton.

# *Congratulations on your Engagement*

*And now faith, hope, and love abide, these three; and the greatest of them is love*



The Bridgehampton Presbyterian Church celebrates with you in your decision to be married. Located in the center of beautiful downtown Bridgehampton, the church is a NYS Historical Landmark as well as a Sacred site. Our congregation is over 350 years old and continues to celebrate in our classic Greek Revival church. This is our third edifice with the beautiful sanctuary dating back to 1848. Our steeple can be seen for miles around along with the ringing of our bells. The sanctuary takes advantage of the light coming in with 26' ceilings and our 14 magnificent stained-glass windows that are 13' tall. The front entry opens up and is perfect for the bride to proceed down the center aisle. Once outside, our beautiful lawns and walkway are perfect for post wedding pictures and toasting the new Bride and Groom with bubbles to send them off. Our Hamond organ is over 100 years old and has been completely renovated. The acoustics are amazing and are heard throughout the building. We host the Bridgehampton Choral Society and the Bridgehampton Chamber Music Festival each year.

We are an open and affirming faith community that embraces all loving and committed relationships. Wedding at the Bridgehampton Presbyterian Church are open to both members and non-members, in accordance with the Presbyterian Church (USA Book of Order):

*Marriage is a gift of God has given to all humankind for the well-being of the entire human family. Marriage involves a unique commitment between two people, traditionally a man and a woman, to love and support each other for the rest of their lives. The sacrificial love that unites the couple sustains them as faithful and responsible members of the church and the wider community, (Book of Order, W-4.9001)*



### Scheduling a Date for your Wedding

One of the first things you will need to do is contact the Administrative Secretary to check if our facilities are available. The secretary will then confer with the pastor to confirm the pastor's availability. At that stage the date can then be "penciled" in on the church calendar. You will receive a wedding packet at this time. A non-refundable deposit to reserve the day will be required before it can be entered into the official church calendar schedule.

### Officiating Clergy

The pastor of the Bridgehampton Presbytery Church will officiate at your wedding. Guest clergy of your choice may be invited to co-officiate in your wedding after getting approval by our Pastor.

### Counseling

The Pastor's Fee includes pre-marital counselling sessions prior to the wedding service. We encourage you to view the pastor as a resource intent on helping both of you prepare for not only your wedding ceremony, but also for your future together. The preferred option is that you both attend these sessions in person, but if distance makes that impossible, a Zoom option is available.

### License

The couple is responsible for fulfilling the current requirements of the State of New York. You must apply in person. Be aware of all waiting and validity periods. To ensure it is present on the day of the wedding, the rehearsal will not begin until the license is in the church. The couple, witnesses, and pastor will sign the license at the church. After the service, the church office will send it to the municipal office indicated on the license and mail a copy to the couple at the address indicated on the document.

### The Rehearsal

The rehearsal is generally scheduled the day before the wedding. Arrangements are coordinated with the Pastor.

### The Wedding Service

The Service of a Christian Marriage is a service of worship. All parts of the service shall be appropriate to Christian worship and will be under the direction of

the pastor. The central focus of the service is on God's covenant; therefore, flowers, decorations, and other appointments shall be simple and unobtrusive.

### Music

The beauty of your wedding is greatly enhanced through the use of appropriate music. Music accompanying the marriage service should be uplifting. While liturgical music is always a good choice, modern popular selections can also be used. To assist you selecting music for your wedding, consult early with our Director of Music at least one month before the wedding to plan your processional, recessional and all other music.

### Flowers

Simple decorations of flowers and ribbons are encouraged. Flowers, baskets, bows etc. cannot be tacked, nailed, or taped to the walls or furniture.

We ask that rice and confetti not be thrown anywhere on the church grounds.

Bubbles are a great substitute!

If flowers will be left behind for Sunday worship, we appreciate your kindness!

Please let us know in advance if that is your intention.

### Candles

If you wish to include lighting a Unity Candle as part of your service, you are responsible for providing the Unity candles. The only other candles to be lit are those on the altar which are supplied by the church.

### Photography

Photography can be distracting during the ceremony. Photography during the ceremony should be discussed with the Pastor. During the ceremony pictures are taken from behind or from the side of the bride and groom. The pastor would be delighted to be available before or after the ceremony for pictures.

### Parking

Parking is available in our parking lot as well as the field behind the church.

### Care and Responsibility

We expect our guests to treat our property as if it is their own. No alcoholic beverages are to be served in the church building. We have a sexton that will be cleaning up after the Rehearsal as well as the Wedding ceremony.

### Gifts and Valuables

The church is not responsible for valuables, nor any safe place for storage.

**BRIDGEHAMPTON PRESBYTERIAN  
CHURCH WEDDING INFORMATION**

**Date of Wedding:** \_\_\_\_\_ **License No.** \_\_\_\_\_

**Time of Wedding:** \_\_\_\_\_

**Date and Time of Rehearsal:** \_\_\_\_\_

**Bride:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_ **Cell phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Mother of the Bride:** \_\_\_\_\_

**Father of the Bride:** \_\_\_\_\_

**Maid / Matron of Honor:** \_\_\_\_\_

**Groom :** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_ **Cell phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Mother of the Groom:** \_\_\_\_\_

**Father of the Groom:** \_\_\_\_\_

**Names of Bridesmaids:**

**Names of Groomsmen:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Names of any ushers in addition to the groomsmen above:

\_\_\_\_\_

Number in wedding party \_\_\_\_\_ Number of guests \_\_\_\_\_

Name(s) of Ring bearer(s) \_\_\_\_\_

Name(s) of Flower girl(s) \_\_\_\_\_

**Organist** \_\_\_ yes \_\_\_ no If yes, name \_\_\_\_\_

Soloist \_\_\_ yes \_\_\_ no If yes, name \_\_\_\_\_

Special requests \_\_\_\_\_

Candelabra \_\_\_ yes \_\_\_ no Unity Candle \_\_\_ yes \_\_\_ no Kneeling Bench \_\_\_ yes \_\_\_ no

**Bulletin** \_\_\_ yes \_\_\_ no # \_\_\_\_\_ Using Rings \_\_\_ yes \_\_\_ no How many \_\_\_ one \_\_\_ two

Aisle runner \_\_\_ yes \_\_\_ no [*if applicable and allowed in location*] # of guests at church \_\_\_\_\_

Photographer \_\_\_ yes \_\_\_ no If yes, name \_\_\_\_\_

Videographer \_\_\_ yes \_\_\_ no If yes, name \_\_\_\_\_

Flowers \_\_\_ yes \_\_\_ no If yes, florist's name \_\_\_\_\_

**Location of reception** \_\_\_\_\_ Clergy invited? \_\_\_ yes \_\_\_ no

I have read and I understand the provisions of the Wedding Policy and—in discussion with The Reverend  
Adrian J. Pratt and agree to have my service of worship conducted in a manner consistent with those provisions.

Signed \_\_\_\_\_

Bride

Groom

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