

# Little Brown Church of Sunol

United Church of Christ – Congregational

P.O. Box 124

141 Kilkare Road

Sunol, CA 94586

Phone: 925-862-2004

[www.thelittlebrownchurchofsunol.org](http://www.thelittlebrownchurchofsunol.org)

## Wedding Information Guide

Thank you for considering the Little Brown Church of Sunol for your wedding ceremony. Our church's sanctuary is a sacred and beautiful setting, open to all people.

Our church had its beginnings in February 1885, when a group of Congregationalists met for church services at the railway depot waiting room in Sunol. During this time, Sunol Glen was a center of commerce for the surrounding agricultural district and a summer retreat for city dwellers. It was from that group that plans for a church building developed and in October of 1885, the building was constructed.

The Little Brown Church of Sunol is a warm and friendly worshipping congregation. The Sanctuary and will hold up to a maximum total of 90 guests. We are here to serve you in the very best way we can, so that your wedding day may be a truly memorable one. Please contact us with any questions you may have. Thank you for considering our church for your wedding and many blessings to you both.

Our wedding package includes:

- Use of church for your wedding and a rehearsal
- Our Wedding Minister
- A Wedding Hostess
- A Pianist/Organist
- Use of two white wicker floral baskets and/or two 7-candle candelabras

Our Wedding Hostess will assist you in all the preparations to make your day a joyous and memorable time. She will be available to answer any questions and assist you with details regarding your wedding rehearsal and wedding day. Your hostess will also be present the day of your rehearsal and wedding day to help all go smoothly.

### The Ceremony

Your wedding ceremony is a sacred celebration of love in God's presence and with those you love. The Little Brown Church believes that the ceremony should be a reflection of you both and of your feelings for each other. Our hostess and our Minister can assist you in reviewing the content of your wedding service. We encourage you to personalize your ceremony using vows, readings, prayers, poems, solos and music that are meaningful to you. Our Minister will perform your wedding ceremony. If you choose to provide your own Minister, please advise your Wedding Hostess as soon as possible. There is an additional \$25.00 charge to bring in an outside officiant.

## **The Rehearsal**

Your rehearsal time is meant to be enjoyable and helpful. Most rehearsals are scheduled the day before your wedding. We recommend that your entire wedding party attend the rehearsal (bride, groom, bride's maids, groom's men, parents, ushers, flower girls, ring bearer, candle lighter, etc.). We also encourage you to have any Soloist and/or other special music providers come to the rehearsal. In addition, if you are having a friend or family member who will be doing your photography or videotaping, we suggest they also attend the rehearsal. This will allow them time to locate power sources and map out filming spots. Please note that it is very important that everyone arrive early or on time to the rehearsal, which is scheduled for 30 minutes. We want to ensure we do not run over into another couple's scheduled rehearsal time.

At the rehearsal, you will also need to give your hostess your wedding license and final payment in cash.

## **The Wedding Day**

On the day of your wedding ceremony, the church will be available to you for one hour prior to your ceremony for floral delivery, decorating and photographs. Then you will have an hour for your ceremony followed by additional photographs. Our wedding services traditionally last 20-30 minutes. As we may have another wedding or other activities planned, we ask that you arrive at your scheduled time. Please let your hostess know as soon as possible if you feel you need more time so that we can determine if we can accommodate your request and what additional charges may apply. In general, we charge \$50 per hour for extending the contracted two hour time frame.

We no longer have facilities for dressing on site.

## **Decorating**

Our antique pews predate the church and were donated by Mission San Jose. Therefore, we request florists be advised that only plastic pew clips, pipe cleaner loops, fishing line or rubber bands be used to hold bows and/or flowers to the pew ends. Items such as staples, nails or tape may not be used. Please coordinate the delivery of flowers with your wedding hostess. Additionally, please be advised that relocating Sanctuary furnishing is not possible.

## **Photography**

Our desire is to have your ceremony be undisturbed by cameras that can be disruptive, in a small Sanctuary, with the sounds from the clicks and shutters. We ask that your designated photographer take photographs during the ceremony without flash.

## **Video**

Videotaping of the ceremony is encouraged. It helps for the videographer to have a tri-pod for the best outcome. Only available light may be used; flood, flashes and spotlights may not be used during the ceremony.

## **Music**

Music is a beautiful means of enhancing the sacredness of your ceremony. Our pianist/organist is available to play for you. You are welcome to have your own musicians play; however, there is no reduction in the wedding package cost. You will need to coordinate these arrangements with your hostess. Please be advised that our pianist generally does not attend the rehearsal, but will be in contact with both you and the hostess to coordinate the timing of your selections. Any special music requests must be given to our pianist at least 30 days in advance.

## **Solos**

If you would like to have a soloist at your wedding, please let your hostess and the pastor know when you would like this to occur during the ceremony.

## **Parking**

We have a number of perpendicular parking spaces directly in front of the church. Guests can park on both sides of Kilkare Road and additional parking is available on Foothill Road. Please note that guests should be mindful not to block private driveways or bridges. Please notify us if you need reserved spaces for a limo and handicapped parking.

## **Signs**

You may post directional signs for your guests along Sunol roads for your wedding. The Sheriff's Department has asked us to remind you to remove them after your ceremony.

**Note** *Use of alcohol and/or other drugs are prohibited. Smoking is allowed in the middle courtyard only.*

## **Our Church**

Our church is also a warm, caring, and healing worshipping congregation. We strive to be as open hearted and open minded as Christ Himself. You are always welcome to come to our Sunday service at 10:30 am.

## **Wedding Policy and Agreement Contract**

Please review the Church's information guide carefully then sign and return the Wedding Agreement Contract along with your deposit. A check or money order can be made payable to:

**Mailing Address:**           **The Little Brown Church of Sunol (LBC)**  
   **P.O. Box 124**  
   **Sunol, CA 94586**  
   **Attn: Wedding Coordinator**

Street Address:           141 Kilkare Road  
Office Phone:           (925) 862-2004  
Website:                 [www.thelittlebrownchurchofsunol.org](http://www.thelittlebrownchurchofsunol.org)  
Coordinator's email:    [tlbc.weddings@gmail.com](mailto:tlbc.weddings@gmail.com)

**We have read and fully understand the church's wedding policies. We understand that the total fee for the wedding package is:**

<b>Deposit:</b>	<b>\$700.00</b>	<b><u>Non-refundable deposit</u></b>
<b>Final Payment:</b>	<b>\$200.00</b>	Due at rehearsal, if LBC minister performs ceremony
<b><u>(in cash)</u></b>		<b>\$225.00 if you provide your own minister</b>

Upon receipt of deposit we will confirm your reservation for your wedding date.

\_\_\_\_\_  
Party 1 Print Name

\_\_\_\_\_  
Party 2 Print Name

\_\_\_\_\_  
Party 1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Party 2 Signature

\_\_\_\_\_  
Date

Address \_\_\_\_\_

City/St/Zip \_\_\_\_\_

Phone Home \_\_\_\_\_

Phone Work \_\_\_\_\_

Cell \_\_\_\_\_

E-mail \_\_\_\_\_

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Ceremony Date and Time: \_\_\_\_\_

Number of Wedding Guests invited: \_\_\_\_\_

Will you be providing your own Minister?    \_\_\_\_\_ Yes    \_\_\_\_\_ No

Please tell us how you heard about the Little Brown Church. \_\_\_\_\_