

# PARK RIVER · BIBLE · CAMP ·

## Wedding Policy and Fees

### PRBC Wedding Philosophy

**Weddings as worship:** The wedding is a worship service. PRBC requests that the ceremony be planned according to this central tenant. We welcome all hymns and songs that worship the Triune God, as well as the reading of Scripture. Any other music or readings should be discussed with the Director of Ministries.

**The Institution of Marriage:** We understand Christian marriage to be instituted by God and to be between a man and a woman. We would like all marriages to be successful therefore we require proof of the couple's premarital counseling prior to the wedding and the ceremony officiant needs to be approved by the Director of Ministries.



### Facility Policies

**PRBC Chapel (limit 450 people):** The altar is to remain on the stage in the Chapel. If requested, it may be moved forward or backward by PRBC staff. There are kneelers available should they be requested.

PRBC's decorations are limited. White banners are available and can be hung along the pillars to the left and right of the chapel seating area. Candles, flowers, and other decorations are welcome in the chapel; however, their use must be discussed with the PRBC Director of Ministries. To prevent wax from dripping on the floor/altar, we ask that plastic (not provided by PRBC) be placed underneath candle holders. Please ask prior to decorating for information on how decorations may be attached to walls or pews.

The rental group is responsible to take down all wedding decorations not belonging to PRBC following the ceremony and to clean debris from any space used by wedding celebrants.

The Chapel has a high quality sound system that may be used only by a trained PRBC sound technician or by an experienced outside technician approved by the Director of Ministries. When the wedding is scheduled, a sound technician will be provided if the PRBC sound equipment is to be used for both the ceremony and the rehearsal.

106 Solid Rock Circle  
Park River, ND 58270  
701.284.6795  
Info@parkriverbiblecamp.org

**Fireside Room (limit 80 people):** Only a trained PRBC staff member may use the fireplace. All policies regarding the use of the Chapel also apply to the Fireside Room. The Fireside Room offers a more intimate and less formal atmosphere. The altar may **not** be moved from the Chapel to the Fireside Room.

**Parking:** Parking is available in the Chapel parking lot. However, we ask that wedding guests enter the facility through the Bell Tower Room or through the main Chapel doors. Handicapped or disabled individuals may enter through the Office Wing. When the parking lot is full, guests are permitted to park in the central grassy area of camp. We strongly suggest assigning at least two parking attendants to direct traffic.

**Bathrooms and Dressing Rooms:** The bathrooms in the Bell Tower Room are available for public use and should not be used as dressing rooms. There are also public bathrooms in the Retreat Center. Camp's Conference Room is available for bridal preparation. Please ask the Director of Ministries if other dressing rooms are needed.

**Photographers and Videographers:** Photographs may be taken almost anywhere on camp grounds. Permission must be obtained from the Director of Ministries if photos west of the river are desired (this area of camp is for private residence).

**Celebration Items:** Items thrown at the couple (i.e. rice or seed) are not allowed. However, blowing bubbles is acceptable. Fireworks of any kind are also prohibited.

**Lodging:** Depending on the time of year, lodging may or may not be available. Please call the PRBC office for more information.

## General Policies

**Smoking:** We ask that those who choose to smoke do so outside. **There is no smoking in any building on camp grounds.** Buckets of sand can be made available for cigarette litter.

**Alcohol Use:** **Alcohol use is strictly prohibited on camp property at all times.** Individuals who are visibly intoxicated or are drinking on camp grounds at any time will be asked to leave by the PRBC host.

## Rehearsal/Groom's Dinner

While Park River Bible Camp can provide the facility for rehearsal or groom's dinners, **PRBC does not host wedding receptions or dances.** The following policies are only in reference to rehearsal and groom's dinners.

The Dining Hall kitchen may only be used by PRBC employees. Food may be served from outside, in the Bell Tower Room, or in the Dining Hall seating area. The Dining Hall seating area

seats about 100 people. Depending on the time of year, picnic tables are generally located outside the Dining Hall or outside the Chapel. Tables may also be set up in the Fireside Room with serving taking place in the Bell Tower Room. The Fireside Room can seat 50-60 people.

For the most part, caterers and those serving need to bring their own equipment. Grills are available outside of the Dining Hall for use without a PRBC staff member. Small kitchens are available in the Retreat Center and the Office Kitchenette for minor cooking, cleaning and for providing a place to keep and serve refreshments.

### **PRBC Wedding Fees**

Contact Park River Bible Camp about date availability. Dates will be approved with a rehearsal time one day prior to the ceremony in mind. Because of the busy camp schedule, facility use prior to the wedding ceremony (i.e. decorating and preferred rehearsal times) may be limited. Please ask the camp office about needs prior to the ceremony.

An initial nonrefundable deposit of \$50.00 is required to secure the date(s). Further payments should be made to Park River Bible Camp two weeks prior to the wedding. All fees should be paid to Park River Bible Camp. Facility rates are as follows:

<p><b>Chapel Complex Package</b> Includes use of the Chapel, Fireside Room, Bell Tower Room, Office Kitchenette, and Conference Room. PRBC Host and Sound Technician are also provided.</p>	<p><b>\$450.00</b></p>
<p><b>Fireside Room Package</b> Includes the use of the Fireside Room, Bell Tower Room, Office Kitchenette, and Conference Room. PRBC Host is also provided.</p>	<p><b>\$300.00</b></p>
<p><b>Rehearsal/Groom's Dinner</b> Includes the use of the picnic area, bathrooms, kitchenettes (office or Retreat Center), grill and Dining Hall seating. PRBC Host is also provided.</p>	<p><b>\$75.00</b></p>



# PARK RIVER · BIBLE · CAMP ·

## Wedding Rental Agreement

*Prior to filling out this agreement, a tour of the facility and discussion on how the wedding party plans to use it is required. This is done so that your needs can be met as closely as possible and to discuss camp's schedule at the time of the ceremony.*

### Contact Information

Contact Person \_\_\_\_\_ Phone Number: \_\_\_\_\_

Bride's Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

Groom's Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Dates

Wedding Date \_\_\_\_\_ Time: \_\_\_\_\_

Rehearsal Day \_\_\_\_\_ Time: \_\_\_\_\_

### Rental Package (check those that apply)

Chapel Complex Package (\$450.00): \_\_\_\_\_ **OR** Fireside Room Package (\$300.00): \_\_\_\_\_

Rehearsal/Groom's Dinner (\$75.00): \_\_\_\_\_

### Signature and Damages Clause

By signing below, I state that I have read, understand, and will be responsible for all requirements, recommendations, policies, and rates listed in the document titled "Park River Bible Camp: Wedding Policy and Fees". I also state that any damages to the Park River Bible Camp facility during the above event(s) will be assessed by a PRBC representative and that I may be billed accordingly.

\_\_\_\_\_  
(Signature and Date)

\_\_\_\_\_  
(Sean Barnhart, Director of Ministries)

106 Solid Rock Circle  
Park River, ND 58270  
701.284.6795  
Info@parkriverbiblecamp.org