

This document provides guidelines for requesting and using any part of the property owned by Immanuel Baptist Church of Fayetteville, North Carolina (IBC), including any building(s) or room(s) within the facility. It also outlines policies for decorations, clean-up responsibilities, restrictions, and contingency procedures established by IBC for the use of its property and facilities.

This document is based on the Policies and Procedures Manual dated May 21, 2025, as approved by the Elders of IBC. (Reference art. III, § 3 & art. VII)

Who May Request Usage?

Active Members
Approved Ministry Partners
Other Christian Ministries

1. Active Members of IBC may request usage of the property or any building(s) or room(s) by completing a Facility Usage Request Form (FURF).
2. Approved Ministry Partners include all Southern Baptist ministries and organizations affiliated with the New South River Baptist Association (NSRBA), the Baptist State Convention of North Carolina (BSCNC), and the Southern Baptist Convention (SBC).
3. Other Christian Ministries may be approved for ministry partnership or property and facility use by a unanimous vote of the Elders, provided they have completed the FURF and submitted a copy of their Certificate of Liability Insurance and their organization's Doctrinal Statement of Beliefs.

Facility Usage Request Approval

All Facility Usage Requests (FUR) will be reviewed by the Elders of IBC and either approved or denied. As part of the approval process, requests will be evaluated to ensure they do not conflict with existing or scheduled church activities. All FUR will be evaluated in light of the ministry or organization's purpose and its compatibility with the Purpose Statement of IBC. (see Immanuel Baptist Church of Fayetteville Constitution art. II.)

- Church buildings, property, and resources may only be used for activities that align with IBC's beliefs, governing documents, and mission. These include the church's Commitment, Constitution and By-Laws, the Baptist Faith & Message (2000), and any Mission, Vision, Purpose, or Value statements adopted by the church.
- The Elders will determine whether a proposed use is consistent with these beliefs and policies and may deny any use they believe conflicts with them.
- Because church property is dedicated to advancing IBC's religious mission, the church reserves the right to approve or deny the use of its facilities and property at its sole discretion. Permission to use church facilities may be denied or withdrawn if the proposed activity, event, or purpose is determined by the Elders to be inconsistent with the church's faith, doctrine, or mission.

- While every reasonable effort will be made to honor approved and scheduled facility use requests, IBC reserves the right to cancel, reschedule, or modify the use of its facilities or property at any time if needed to accommodate church ministries or activities, including but not limited to funerals, receptions, or other church services.

Wedding Policy Addendum

Immanuel Baptist Church of Fayetteville (IBC) recognizes marriage as a sacred covenant, between one man and one woman, ordained by God and seeks to ensure that all weddings conducted on church property reflect biblical principles and the mission of the church.

Eligibility

1. Active Members of IBC may request the use of church facilities for wedding ceremonies and related events by submitting a Facility Usage Request Form (FURF).
2. Requests from non-members may be considered on a case-by-case basis and require unanimous approval of the Elders.
3. All weddings conducted on church property must be consistent with the church's doctrinal beliefs and governing documents.

Approval Requirements

1. All wedding requests are subject to review and approval by the Elders.
2. Approval of a wedding request does not occur automatically and may be denied if the proposed ceremony, participants, officiant, or related activities are determined to be inconsistent with the beliefs, doctrine, mission, or policies of IBC.
3. The Elders reserve the right to approve or deny any request for the use of church facilities for weddings at their sole discretion.

Officiants

1. Wedding ceremonies conducted on church property must be officiated by an IBC pastor or by another ordained minister approved in advance by the Elders.
2. Any guest officiant must affirm beliefs and practices consistent with the doctrinal position of IBC.

Premarital Counseling

1. Couples seeking to be married on church property may be required to complete premarital counseling as determined by the Elders or officiating pastor.
2. The Elders may establish counseling requirements, schedules, and expectations prior to granting final approval for the wedding ceremony.

Facility Use and Decorations

1. All decorations, furnishings, equipment, and facility arrangements must be approved in advance and must not damage church property.
2. No nails, screws, staples, tacks, adhesives, tape, or other fastening devices that may damage surfaces may be used without prior approval.
3. Candles, open flames, fog machines, pyrotechnics, fireworks, glitter, bird seed, rice, or similar items are prohibited.

4. All decorations, personal property, and equipment brought onto church property must be removed promptly following the event unless other arrangements have been approved.

Conduct and Standards

1. All participants and guests are expected to conduct themselves in a manner consistent with Christian testimony and the mission of IBC.
2. Alcoholic beverages, illegal drugs, tobacco products, vaping devices, and gambling activities are prohibited on church property.
3. Music, readings, vows, and other elements of the ceremony must be appropriate for a Christian wedding and may be subject to review by the Elders or officiating pastor.

Fees and Expenses

1. The Elders may establish fees, deposits, custodial charges, security requirements, or other costs associated with wedding events.
2. Any required fees or deposits must be paid according to the schedule established by the church before the event date.

Cleanup and Liability

1. The requesting individual(s) is responsible for ensuring that all facilities used are left in a clean and orderly condition.
2. The requesting individual(s) shall be responsible for any damage to church property resulting from the wedding event, its participants, vendors, or guests.
3. IBC assumes no responsibility for personal property brought onto church premises.

Church Priority

1. Church ministries, worship services, funerals, and other church functions shall take priority over wedding events.
2. While every reasonable effort will be made to honor approved wedding reservations, IBC reserves the right to cancel, reschedule, or modify facility use if necessary to accommodate church ministries or unforeseen circumstances.
3. Approval for a wedding event may be withdrawn if the church determines that previously provided information was inaccurate or if circumstances arise that make the event inconsistent with church doctrine, policies, or mission.