

ST. MATTHEW'S BAPTIST CHURCH
P.O. BOX 817 – 245 GLASSBORO ROAD
WILLIAMSTOWN, NEW JERSEY 08094
OFFICE: (856) 629-4614 FAX: (856) 629-5904
WWW.STMATTHEWSBC.ORG

DR. RAYMOND M. GORDON, SR.
SENIOR PASTOR

DIANE H. GORDON
Chief of Staff

DR. REVA CURRY
Chief of CDC Administration

LORNA DARBY, CPA
Chief Financial Officer

KATHLEEN R. MEDLEY
Chief of Pastoral Affairs

REVEREND JOHN GREEN
1st Elder

REVEREND LUTHER JACKSON
Chief Ministerial Officer/Elder

DEACON ERNEST ARMSTEAD
1st Financial Elder

DEACON HOSEA JOHNSON
2nd Financial Elder

Dear Pre-Marital Couple:

Outlined below is our St. Matthew's Baptist Church policy, governing our wedding ceremonies. It is critical that engaged couples do their part to fulfill these requirements to ensure that their wedding ceremony is not postponed for reasons of non-compliance.

Please understand that Pastor Gordon has your future in mind and insists that couples become well educated about the institution of marriage before entering into this lifetime commitment. The bible tells us, "Therefore shall a man leave his father and mother, and shall cleave unto his wife: and they shall become one flesh."

Couples who are planning to be married at St. Matthew's Baptist Church must comply with the following:

1. The bride or groom (1) must be a member of the church; (2) in good standing; (3) and a tithing member. Member must be enrolled in Discipleship classes, or have already completed them.
2. If either bride or the groom is divorced, the circumstances of the divorce must coincide with our church policies concerning re-marriage.
3. The couple must attend all (6) Pre-Marital classes, which are held (1) Saturday out of every month through a (6) month period. For scheduling, call Rev. Roy Walker @ 856.629.4614 ext. 2289.
4. The couple must meet with the Reverend assigned to perform their wedding ceremony, prior to the ceremony.
5. Each couple will meet with Pastor Gordon prior to their wedding date.
6. No receptions are permitted to be held at the church or CDC building.
7. ***There are (2) fees associated with wedding ceremonies at St. Matthew's Baptist Church:***

a) Fees for Biblical Givers (tithes 10% of annual income)

- ***\$150.00 (non-refundable) processing fee, due upon the approval of your application.***
- ***\$175.00 ceremony fee, due 6 weeks prior to the wedding date.***

b) Fees for Below Baseline Givers (contribute \$1,200 or less annually)

- ***\$150.00 (non-refundable) processing fee, due upon the arrival of your application.***
- ***\$350.00 ceremony fee, due 6 weeks prior to your wedding date.***

**** Please be advised that any wedding that begins more than 15 minutes beyond their scheduled start time will be charged a \$50.00 late fee.***

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Mail or deliver all correspondences to:

St. Matthew's Baptist Church
P.O. Box 817
Williamstown, N.J. 08094
C/O Wedding Services

- * Please note: It is your responsibility to call the church and schedule your pre-marital classes. Once you have been informed that your wedding ceremony is approved and scheduled to take place at St. Matthew's, please contact our church wedding coordinator, Ms. Netta Shamwell @ 856.728.3320. She will work alongside with your wedding coordinator and answer any questions you may have concerning our church standards for decorating, music, etc.

On behalf of our Pastor, Dr. Raymond M. Gordon Sr., we want to congratulate you and your fiancé / fiancée. May our Lord and Savior Jesus Christ richly bless your upcoming union.

In His Service,

Pastor's Office

Updated November, 2013