



Policies and Procedures

Watts Chapel Missionary Baptist Church

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Senior Pastor

3703 Tryon Road | Raleigh, NC 27606

WHAT THE BIBLE TEACHES ABOUT CHURCH MEMBERSHIP

WHAT IT MEANS TO BE A MEMBER OF A CHURCH FAMILY

The church is a worldwide community of people who profess faith in Jesus Christ as the Lord and Savior. The community may be present in a particular location (I Corinthians 1:2). The New Testament uses numerous metaphors to describe the church, such as vine and branches (John 15), holy nation (I Peter 2:9), and body of Christ (Romans 12:4- 8)--the most fully developed of the metaphors.

Congregational membership is not passive or apathetic but a sincere decision to be committed to God and other believers for each other's growth and to share Jesus Christ with the unsaved and other believers who do not have a church family. Commitment is the difference between "attendees" and "members" of the church family.

What are the roles of the member?

Life in the body of Christ is a privilege and a responsibility. Those who are active in the life of the church experience innumerable and invaluable blessings that strengthen their relationship with God, other believers, and church family members.

At Watts Chapel, we recognize the need for formal membership. We ask you to commit to formal membership in the life of Watts for biblical, practical, cultural, spiritual, and personal reasons. Biblically, Christ committed himself to the church (Ephesians 5:25). Practically, church membership identifies who can be counted on and depended on for service to God and the church family. Every team has a roster.

Every school has an enrollment. Every business has a payroll. Every army has an enlistment. Membership identifies family. Personally, membership is an unselfish decision that builds character. Culturally, few in this age want to commit to anything: a job, a marriage, civic organization. This non-committal spirit has produced a generation of "church shoppers and hoppers" who want much but share little with the church. Spiritually, the New Testament places an emphasis on the need for mutual accountability. You cannot be accountable when you are not committed to a specific church family.

At Watts Chapel, we never ask our members to do more than the Bible clearly teaches. We expect disciples at Watts Chapel to do what God expects every disciple to do.

AN ACTIVE MEMBER

An active member is a person who:

1. has professed Jesus Christ as their Lord and Savior
2. has united with the Watts Chapel family by Baptism, Letter or Christian Experience
3. has attended worship and who has made a recorded financial contribution within the last nine months of at least \$100.00

WHAT THE BIBLE TEACHES ABOUT CHURCH MEMBERSHIP

WHAT WE EXPECT FROM YOU

As a member of Watts Chapel, you should take seriously your membership responsibility to:

1. Commit to Spiritual Growth through Study, Prayer, Fellowship, and Worship (Philippians 2:12-13)
2. Be regularly present in worship (Hebrews 10:25)
3. Practice Biblical Giving (Malachi 3:8-12)
4. Live the Fruit of the Spirit (Galatians 5:22-23)
5. Serve in a church sponsored ministry and/or initiative consistent with your spiritual gifts. (Romans 12:4-8)
6. Avoid being negative and unruly (I Thessalonians 5:14; Proverbs 16:27-30)
7. Follow and Care for the Pastoral Leadership of the Church (Hebrews 13:17; I Timothy 5:17-18)
8. Care for and Encourage Other Believers (Galatians 6:10; Hebrews 10:24)
9. Understand and Support the Vision, Mission, and Values of the Church (Proverbs 29:18)

WHAT YOU CAN EXPECT FROM US

1. We are a church that affirms the authority and sufficiency of God's Word as the standard for our ministry. (2 Timothy 3:16)
2. We are a church that encourages the importance of spiritual growth. (Ephesians 4:25-26)
3. We are a church that fosters interpersonal relationships that are marked by acceptance, care, encouragement, and love. (John 13:34-35)
4. We are a church that encourages people to discover and serve in their areas of spiritual giftedness and natural talent. (I Corinthians 12)
1. We are a church that attempts to honor God and inspire people with excellence in ministry. (Colossians 3:23)
2. We are a church that is evangelistic and mission-minded. (Acts 1:8)
7. We are a church that believes God expects His church to grow. (Acts 2; Acts 6)
8. We are a church that will follow a prescribed long-range plan that is God-given for the growth of the Watts Chapel Missionary Baptist Church. (Proverbs 29:18)

WHAT MAKES WATTS CHAPEL SPECIAL?

We are excited about what God is doing at Watts Chapel. Watts Chapel is a special congregation because God has blessed us with some strengths and resources that make us special and unique. We are blessed with a relevant, festive worship experience that is marked by a diversity of music expression, holy hospitality, and relevant preaching of the Good News of Jesus. We also have a strong history as a congregation. While we do not live in yesteryear, we honor our history and use our history as a motivating force to invest in our future as a church. We are also blessed with caring people with positive attitudes. The atmosphere at the Watts Chapel Church is loving, caring, and encouraging. We also have Godly leaders serving in various ministry capacities. We believe God has blessed us with a biblical strategy to grow a strong church. We are Christ-Centered, Biblically-Based, Ministry-Focused, and God Blessed.

WHAT THE BIBLE TEACHES ABOUT SALVATION

SALVATION

I. God's Love to Humanity and God's Plan for Humanity

Why did God create humanity?

Humanity is created to have fellowship with God and give God pleasure, to have dominion over everything that God has made, to have children, to populate the earth, and to be custodians of the Garden of Eden or Earth (Genesis 1:26-31).

II. Humanity Sins

1. *What is sin?*

Sin is disobedience to God's will. Sin is to miss the mark. "Sin is any word, deed, or thought against God" (St. Augustine). In the Old Testament (OT), sin was failure to keep the moral law (summed up in the Ten Commandments Exodus 20 and Deuteronomy 5). Romans 3:20 suggests: "... *for by the law is the knowledge of sin.*" In the New Testament (NT), Jesus is the fulfillment of the law. (Matthew 5:17) He is the embodiment of right morals. To not follow Jesus' example is to sin.

There is a difference between sin and temptation. Temptation by itself is not sin but yielding to temptation is sin. James 1:14-15 says that "*are tempted through or because of our own lusts.*" When lust is fully developed, it births sin and when sin is fully developed, it births death.

2. *Who has sinned?*

Romans 3:23: "*For all have sinned and come short of the glory of God*" Everyone has done things displeasing to a Holy God. Everyone has not always followed the example of Jesus Christ.

3. *What are the effects of sin?*

Sin separates us from God. It breaks our fellowship and relationship with the Creator (Genesis 3, Isaiah 64:6-7, Romans 6:17-23). Sin leads to death. Sin can separate us from Heaven (Revelation 21:27).

4. *Who is a sinner?*

One who has not accepted Christ as their Lord and Savior is an unbeliever (Romans 10:9, I John 1:9). A sinner is also an individual who practices living in the flesh and working against the Spirit.

THE PROBLEM OF TWO NATURES

The Life of the Spirit and the Life of the Flesh are both alive in the believer. They are always at odds, always at war within every believer. Romans 7: 14-25 suggests that there is conflict between the Spirit and the flesh. However, if we allow the Spirit to lead, we are not under the law (the Old Testament law). The law was primarily given to govern the flesh.

Jesus is God's Provision

God has a plan of salvation for us. That plan was to bring Jesus Christ, His only begotten Son, to redeem (save) us from our sins.

Is Jesus the only way to God?

As Christians, we affirm Acts 4:12: "*Neither is there salvation in any other: for there is none other name under heaven given among men, whereby we must be saved.*" We do not condemn persons of other faiths. However, our personal experience of Jesus causes us to testify that the gospel message in Acts is true!

We Must Individually Receive Jesus Christ as Savior and Lord

1. Why must we receive Jesus?

It is not enough to know about Jesus and God's love and plan for our lives; we must experience it. When we receive Jesus, we can experience this love and plan (John 1: 12).

2. How do we receive Jesus?

We receive Jesus through faith (Ephesians 2:8, 9) that He is the Son of God who died for our sins.

3. What happens when we receive Christ?

We experience new birth (John 3:1-8). This new birth is the work of the Holy Spirit. Without the convicting power of the Holy Spirit urging us that we need Jesus, we would never have accepted Him. The Holy Spirit planted the Word of God in our hearts and the Word of the Lord took root in our hearts--often called our inner man/woman or our spirit. See Proverbs 20:27 and Romans 1:9. We were given the opportunity to respond on the basis of faith to the "finished work" of Jesus Christ--what He did on the cross to save us from sin. (See 1 Peter 1:23, Matthew 12:23, Romans 10:8-10, Romans 10:17).

4. What happens after we receive Christ?

We are saved. To be saved is to be delivered. It is to be delivered from the authority and control of sin. According to the Word of God, the believer will be saved from enemies (Luke 1:71), sin (Rom. 10:1, 10), bondage (Acts 7:25), and sickness and disease (Acts 4: 12). Salvation comes from the Greek word, *soteria*, which means deliverance. Salvation, in the New Testament, refers to eternal and temporary deliverance from danger. Salvation is a future and a present occurrence. See Philippians 1:16, Luke 19:9. I Tim. 4:10, I Pet. 1:9 suggest that believers and souls can be saved.

ABC's OF SALVATION

A - Admit that you are a sinner and need to be saved. (Romans 3:23; 6:23)

B - Believe that the death of Jesus paid for your sins before God. (Romans (5:8)

C - Confess openly that you are sincerely sorry for the sins of your past and that you now accept Jesus Christ as both your savior and Lord. (Romans 10:9)

D - Do what the Lord requires of his followers which includes joining a Bible believing church where you can grow in Christ.

“Dear Lord, I know that I am a sinner, and that Jesus died on the cross to pay for my sin. Please come into my heart and save me right now in the name of Jesus Christ. Amen.”

WHAT THE BIBLE TEACHES ABOUT WATER BAPTISM

Water Baptism according to the New Testament

WHY BE BAPTIZED?

1. **Because you want to follow Christ's example.** *"At that time Jesus came from Nazareth and was baptized by John in the river." Mark 1:9"*
2. **Because Christ commanded it.** *Jesus said, Go then, to all people everywhere and make them my disciples, baptize them in the name of the Father, the Son, and the Holy Spirit, and then teach them to obey everything I have commanded you." Matthew 28:19-20*
3. **Because it shows you are a believer.**
"... many of the Corinthians who heard him believed and were baptized." Acts 18:8
4. **Because obeying Christ's command shows you know Him.** *"We know that we have come to know Him, if we obey His commands." 1 John 2:3*

WHAT IS THE MEANING OF BAPTISM?

1. **It is a symbol of Christ's burial and resurrection.**
"Christ died for our sins ... he was buried ... and he rose again." 1 Cor. 15:3-4
"For when you are baptized, you were buried with Christ, and in baptism you were also raised with Christ." Colossians 2:12
2. **It is a symbol of your new life as a Christian.**
"When someone becomes a Christian, he becomes a brand new person inside. The old life has passed away and a new life has begun!" 2 Corinthians 5:17
"By our baptism then we were buried with Him and shared His death, in order that just as Christ was raised from the dead also, we might live a new life!" Romans 6:4
Baptism does not make you a believer; it shows that you already are one! Baptism does not "save" you, only your faith in Christ does that. Baptism is like a wedding ring it's the outward symbol of the commitment you made in your heart.
"For it is by grace you have been saved, through faith...it is the gift of God - not by works, so that no one can boast." Ephesians 2:8-9

HOW ARE WE TO BE BAPTIZED?

1. **Like Jesus was baptized - by being immersed in water.**
"As soon as Jesus was baptized, He went up out of the water." Matthew 3:16
2. **Every baptism in the Bible was by immersion under water.**
(Example) *"... then both Philip and the eunuch went down into the water and Philip baptized him. When they came up out of the water..." Acts 8:38-39*
3. **The word "baptize" literally means "to dip under water".**
The Greek word "baptizo" means "immerse or dip under water", symbolizing burial and resurrection.

The founders of denominations agree:

Martin Luther ... *"I would have those who are to be baptized to be entirely immersed, as the word imports and the mystery signifies."*

John Calvin ... *"The word 'baptize' signifies to immerse. It is certain that immersion was the practice of the ancient church."*

John Wesley ... *"Buried with Him, alluding to baptizing by immersion according to the custom of the first church."*

WHO SHOULD BE BAPTIZED?

The one requirement for baptism is belief in Christ! We do not baptize children until they are old enough to understand and believe.

"Those who believed and accepted His message were baptized." Acts 2:41 "But when they believed Philip as he preached the Good News...and the name of Jesus Christ, they were baptized, both men and women." Acts 8:12

"Simon himself believed and was baptized..." Acts 8: 13

WHEN ARE WE TO BE BAPTIZED?

As soon as you have believed! You shouldn't delay.

"Those who believed...were baptized... that day!" Acts 2:41

"Then Philip began with the Scripture and told him the Good News about Jesus. As they traveled along the road, they came to some water, and the eunuch said, Look, here is water! Why shouldn't I be baptized right now? Philip said, if you believe with all your heart, you may. The official answered, I believe that Jesus Christ is the Son of God. Then both Philip and the eunuch went down into the water and Philip baptized him." Acts 8:36-39 (paraphrase)

WHAT ABOUT BEING BAPTIZED TWICE?

Our church recommends that you be baptized again if you have not been baptized by immersion since you became a believer. It simply reflects your desire to be baptized in the same way Jesus was baptized.

CAN MY FAMILY BE BAPTIZED TOGETHER?

Yes! If each family member understands fully the meaning of baptism, and each one has personally placed his/her trust in Christ for salvation, we encourage families to be baptized at the same time. It is a wonderful expression of commitment.

WILL I HAVE TO SAY ANYTHING?

No, at the beginning of the baptism service, the pastor will briefly explain the meaning of baptism. You will wait at the edge of the water for your turn to be baptized. The pastor will introduce you, briefly lower you just under the water, and then you will leave the water, dry off, and watch with the others.

**GOD WILL BLESS YOU
AS YOU DEMONSTRATE
YOUR FAITH IN CHRIST!**

INSTRUCTIONS

We are so happy that you desire to follow the Lord's example in baptism. There will probably be others baptized with you.

Baptism is generally scheduled on the first Sunday of each month. The pastor will explain the meaning of baptism and show you how you will be baptized.

1. Baptismal garments will be supplied along with swim caps for the women. Bring a change of underclothes and a plastic bag for your wet clothes. You will be able to change clothes in the changing rooms if you desire.
2. The pastor will be baptizing one person at a time.
3. Don't be surprised when people clap at your baptism. It is a happy experience for every Christian when someone publicly identifies himself or herself as a believer by being baptized.

WHAT THE BIBLE TEACHES ABOUT TITHING

WHAT IS TITHING?

The word "tithe" means "a tenth part" or "10%". In the Bible, God tells us that we are to give the first 10% of all we earn back to Him. Giving less than 10% is not tithing.

WHAT IS THE DIFFERENCE BETWEEN A TITHE AND AN OFFERING?

A tithe is 10% of your income. An offering is any amount you give over and above that amount or in addition to your tithe, such as gifts for special projects, your church building fund, etc. Tithing is God's minimum standard, the starting point. As God prospers you, you'll want to give more.

REASONS FROM GOD'S WORD

1. Because God commands it!

"A tenth of all you produce is the Lord's and it is holy." Lev. 27:30

2. Because Jesus affirmed it!

"Yes, you should tithe, and you shouldn't leave the more important things undone either." Matt. 23:23 (Tithing was the only thing Jesus commended the Pharisees for doing!)

3. Because tithing shows that God is a priority in your life!

"The purpose of tithing is to teach you to put God first place in your life." Deut. 14:23 Putting God first is a decision that includes the bringing of the tithe and the giving of offerings. As we put God first in our lives, God will bless our lives.

4. Because it reminds me that everything I have was given to me by God!

"Always remember that it is the Lord your God who gives you the ability to produce wealth." Deut. 8:18 (Rather than feeling "I'm giving God 10% of my money" realize God is letting you keep 90% of HIS money. Without God's help, you would have nothing.)

5. Because tithing expresses my gratitude to God for helping me earn income!

"How can I repay the Lord for all his goodness to me?" (Ps. 116:1) Here is the answer. "Each of you should bring a gift in proportion to the way the Lord your God has blessed you." Deut. 16: 17

6. Because refusing to tithe is stealing from God!

If you don't tithe, God says you are using money that rightfully belongs to Him. "God says "Will a man rob God? Yet you are robbing me!" But you ask, "How do we rob you?" God says "In tithes and offerings. Bring your whole tithe to My house." Mal. 3:8-10 (God has a right to whatever He asks from you.)

7. Because tithing gives God a chance to prove to you that He exists and wants to bless you!

"Bring me your tithe. Test me in this," says the Lord, "and see if I won't throw open the windows of heaven and pour out so much blessing that you will not have room enough for it. I will prevent pests from devouring your crops and the vines in your fields will be protected from plagues." God offers you a challenge. He says, "I dare you! Start tithing and watch what happens!" He not only promises to bless you with more, but He also promises to protect what you already have! Tithing is one way that you can prove God is real. Start tithing and get ready for God's blessing (Malachi 3:8-12).

8. Because it is essential to spiritual growth!

"Just as you grow in everything - in faith, in speech, in knowledge, in earnestness and love ... see that you also grow in the grace of giving." Many Christians remain spiritual babies because they disobey God, in general and regarding giving.

9. Because tithing shows I really love God!

“Where your treasure is, your heart will be also.” Matt. 6:21 Wherever you put your money is where your affection is going to be. Every time you give back to God you are drawn closer to Him. You may say you love God, but II Corinthians 8:8 says that your giving tests the sincerity of your love. You can give without loving, but you cannot love without giving. Jesus said, “if you really love me, do what I command.” John 14:15

10. Because tithing expresses support for ministry!

Jesus told us to “Store up treasures in heaven.” Matt. 6: 19-20. How do you do that? By using money to support the ministry of your local church! Most of the things you spend your money on will not even last for ten years, much less for eternity.

11. Because you cannot out give God!

There are more promises in the Bible connected to giving than any other subject. Giving unlocks the promises of God in your life. When you give, God always gives back to you in greater degree. Jesus said, “For if you give, you will get. Your gift will return to you in full and overflowing measure. Whatever measure you use to give it will be used to measure what is given back to you.” Luke 6:38

WHAT SHOULD I TITHE?

The first 10% of every paycheck, and all else you earn. “*Honor the Lord by giving him the first part of all your income, and He will fill your barns...to overflow.*” Prov.3:9-10. God doesn't want your “left-over” income at the end of the month. He wants first place in your life and with your resources.

WHERE SHOULD I GIVE MY TITHE?

The Bible is very clear that God expects the tithe to be given back to Him at the place where you worship. In the Old Testament they brought their tithe to the Temple. In the New Testament the tithe was given at the synagogue or church. While there are many fine organizations, charities, and ministries, the church is God's institution. You may support other ministries with additional offerings. Only gifts given to God as an act of worship at the house of worship are considered tithes.

WHEN SHOULD I TITHE?

I Corinthians 16:2 says, “On the first day of every week, set aside some of what you have earned and give it as an offering.” The amount depends on how much the Lord has helped you to earn.”

WHAT IS THE BEST WAY TO REMEMBER TO TITHE?

Try buying a small ledger or record book. Every time you receive income, write it down. Assign 10% to Account No, I - "Tithing". Then when you have given that amount you can record the check number. Keep it in a prominent place on your desk as a weekly reminder. Many people write out four tithe checks when they pay their monthly bills and then give one check each week. In order to teach your children, the principles of tithing you should get offering envelopes for each child to use. Even preschoolers can bring their weekly offering to church. If your children are old enough to receive an allowance, they are old enough to learn to give the first 10% back to God

SHOULD I TITHE ON MY NET INCOME OR GROSS INCOME?

Which do you want God to bless - your net or your gross? Proverbs 3:9 says we are to honor God with the first part of all our income. We should tithe on the gross income, in addition, *2 Corinthians 9:6 says, “Remember this: Whoever sows sparingly will also reap sparingly, and whoever sows generously will reap generously.”*

WHAT IF I CAN'T AFFORD TO TITHE?

If you are in debt, you should begin to obey God's values for money management that include tithing. Tithing is not a cure-all but is an important aspect of Godly money management. You need God's help to get out of debt. There are many financial principles in the Bible, but the starting point is to be obedient to God. Tell God you're going to put Him first in your life and obey His will for your life and trust Him to help you get out of debt.

As a pastor, I've heard every excuse ever invented for not tithing. But in every case, an unwillingness to do what God says can be boiled down to two motives:

First, materialistic values: If you are more interested in "having things" than pleasing God, you won't tithe. You may store up treasure on earth, but you will not store up treasure in heaven.

Second, unbelief: If you do not really believe God will keep all the promises He has made regarding tithing, you will not do it.

Why Don't You Bow Your Head and Pray This Prayer of Commitment?

Father, I know you love me and want what is best for me. I recognize that all I have,
or will ever have, comes from you.

I am more interested in pleasing you than in having more possessions, I want you to have first
place in my life and I am willing to begin tithing as you have commanded.

Out of gratitude for all you've done for me, and in expectation that you will continue to provide
for me, I commit myself to returning at least the first 10% of all earn back to you.

I want to begin obeying God's will for my life. Help me to remain faithful to this commitment.

In Jesus' Name, AMEN.

CONFLICT RESOLUTION POLICY

Conflict is an inevitable part of life. Unresolved conflict opens the door to demonic activity, which can divide and derail God's church. The Bible provides clear direction for handling conflict within the Christian community (Matthew 5:9; 18:15-17, Galatians 6:1).

Purpose – The Conflict Resolution Policy is designed to assist members by spiritual means with resolving non-criminal conflict with other church members.

Submission to Binding Arbitration

Members involved in the non-criminal conflict must be willing to submit to the authority of God and the church. Believing that lawsuits between believers are prohibited by Scripture, no member of the Watts Chapel Missionary Baptist Church family should seek to resolve a non-criminal conflict with the Watts Chapel Missionary Baptist Church or a church conflict with another member of Watts Chapel by legal means (I Corinthians 6:1-11). All members of Watts Chapel agree to submit to binding arbitration any matters which cannot otherwise be resolved. All members expressly waive any and all rights in law and equity to bring any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

(A) In the event of any dispute, claim, disagreement or question arising out of or relating to these policies and procedures, bylaws or any other church matter, the parties (members of this church) shall use their best efforts to settle the non-criminal conflict on their own by speaking directly with the person whom you have a complaint against. This should be in a manner befitting of a Christian and in accordance with Matthew 18:15-20.

(B) To this effect, they (church members) shall consult and negotiate with each other in good faith and, recognizing their mutual interests not to disgrace the name of Christ, seek to reach a just and equitable solution.

(C) If they (church members) do not reach such solution within a period of sixty (60) days, then upon notice by either party to the other, disputes, claims, questions or differences shall be finally settled by arbitration as described above, and such Procedures for Arbitration as are adopted below.

Limitation on Arbitration Decisions

(A) Should any dispute involve matters of church discipline, the arbitrators shall be limited to determining whether the procedures for church discipline, as outlined within this document, were followed.

(B) Should any dispute involve the removal from office of the pastor or any church officer, the arbitrators shall be limited to determining whether the removal procedures set forth within in this document were followed.

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FUNERAL POLICY AND GUIDELINES

Watts Chapel Missionary Baptist Church will permit ***active members** and their immediate family members (spouse, children, parents,) as well as **members who have had long-term illness to have their services of celebration at Watts Chapel.**

Call the tribal leader or the church administrative office to inform them of the death.

1. Consult with the Pastor and funeral director concerning the specific arrangements: day, date, place and time of the visitation, funeral arrangements, and the place where the member will be laid to rest.
2. All arrangements should be made in consultation with the Pastor. **No final funeral arrangements can be made until the Senior Pastor has given his final approval.**
3. If the visitation and funeral are to be held at Watts Chapel Missionary Baptist Church, the visitation service will take place one hour before the actual funeral celebration. **There will be no open casket funerals. Once the casket is closed at the end of the visitation, the casket will not be opened for any reason after the funeral service.**
4. The Church will provide ***active members** and their family with:
 - A Minister/Pastor
 - Musical accompaniment
 - A Choir
 - Ushers
 - Repast
 - Live streaming
5. Repast for the immediate family and close friends (maximum of 75 persons). Watts Chapel will assume responsibility for the repast of only ***active members**. A standard menu may consist of meat, starch, vegetable, bread, iced tea, coffee, and dessert. The family is responsible for taking any extra food following the repast. Above 75 persons, the family must be responsible for the cost at \$9.00 per person. Payment for additional costs should be delivered to the administrative office when making funeral arrangements.
6. Should an ***active member** request to have the funeral service of an immediate family member (spouse, children, parents) at Watts Chapel, the cost is \$200.00. The following are additional costs: \$50.00 for the use of the Multipurpose Room for a repast, \$150.00 for the Audio Ministry; \$100.00 for live streaming; \$150.00 for the Musician; and \$200.00 for the minister. The Senior Pastor and the Deacons Ministry reserve the right to refuse any funeral service to be held at Watts Chapel and have the flexibility to determine levels of support for families in unique circumstances.
7. The Pastor, if available, will deliver the eulogy. In the Pastor's absence, an associate minister of Watts Chapel will deliver the eulogy unless otherwise approved by the Senior Pastor. Watts Chapel's pulpit is always open to ordained visiting ministers to deliver the eulogy with the approval of the Pastor of Watts Chapel Missionary Baptist Church.

The Pastor, Deacons, and the Associate Ministers of Watts Chapel are available for pastoral support and guidance to our members and their family during their time of crisis.

The Senior Pastor of Watts Chapel must review and approve the final draft funeral program two days prior to the funeral. The media ministry must have all CD's/DVD's three days before the funeral. If a family does not cooperate with the **Watts Chapel Missionary Baptist Church Funeral Policy, the Senior Pastor and the Deacons' Ministry reserve the right to refuse a funeral at Watts Chapel.**

Note: *Active Member

An active member of the Watts Chapel Missionary Baptist Church family is a person who has (1) professed Jesus Christ as their Lord and Savior; (2) united with Watts Chapel by Baptism, Letter or Christian Experience and (3) attended worship and who has made a recorded financial contribution within the last nine months of at least \$100.00.

THE ORDER OF THE FUNERAL SERVICE

Musical Prelude

Processional: Pastor, Family, and Friends

Prayer (soft music)

The Scripture

Old Testament

New Testament

Musical Tribute

Acknowledgements (limited to three items)

Remarks

(Limited to three, three minutes each)

Musical Tribute

Obituary

(Silent Reading)

Eulogy

Recessional Interment

All fraternity rites, sorority rites, and civic organization rites must be performed prior to the funeral services. Consult the church office for scheduling of military rites/honors.

INFANT DEDICATION POLICY

Infant Dedications — Dedication is held for children 2 years or younger. To schedule a dedication, complete the online form. Godparents and/or family members may stand with the family during the dedication. The parents are presented with a certificate signed by the Senior Pastor after the dedication is completed.

General Background — There is nothing in the Scripture that requires a church to dedicate infants. There are passages where Godly mothers dedicate their child to the Lord as an act of consecration. The dedication of infants is a practice that has evolved over time. It has evolved in the Baptist tradition principally as a reaction to the exposure guidelines relating to it and governed by each congregation individually.

Our Biblical Theological Rationale for Dedication — In I Samuel 1, the story is told of a barren handmaiden named Hannah who wanted a child, most specifically, a son. She prayed that the Lord might hear her cry and her pain and asked to be made pregnant. She further promised the Lord that if He did answer her prayer affirmatively, she would dedicate the life of the child to the Lord for the remainder of the child's life. Hannah did conceive and the Scriptures report that she kept her promise.

In Luke 2, the story of Mary, Joseph, and the birth of Jesus is shared. After Mary gave birth to Jesus, He is kept close to His mother for the first eight days of His life, then He is circumcised. In verses 26-27, we are told that His parents brought Him to the temple to be dedicated according to Hebrew custom.

From these passages of Scripture, as well as others, we can deduce that the act of dedication was a ritual with deep meaning, it was not a perfunctory gesture that was engaged in simply because everyone else did it. The act grew out of the love and concern of two mothers as well as the fathers. These parents were devoted to their child and to God. They had their children dedicated to God because of their gratitude to God.

The following policy will be adhered to regarding the dedication of babies at Watts Chapel Missionary Baptist Church.

- Children will be accepted for dedication from birth until 2 years of age. For children older than 2 years of age, the pastor will pray for the child and family in his office.
- The mother or the father should be an ***active member** of Watts Chapel.
- The mother or father (or legal guardians of the child) must be able to agree that the child will be brought up in the nurture and admonition of the Lord.

Note: *Active Member

An active member of the Watts Chapel Missionary Baptist Church family is a person who has (1) professed Jesus Christ as their Lord and Savior; (2) united with Watts Chapel by Baptism, Letter or Christian Experience and (3) attended worship and who has made a recorded financial contribution within the last nine months of at least \$100.00.

WEDDING POLICIES AND GUIDELINES

Congratulations on your engagement! We would love to host your wedding at Watts Chapel Missionary Baptist Church. The Christian wedding is first and foremost a service worshipping God and will be conducted in a spirit of reverence and holiness. These procedures are intended to help you adequately plan and prepare for your wedding. While these policies, regulations, and fees address as many of the details as possible, they are not all encompassing. This booklet will inform you about the procedures for arranging a wedding at Watts Chapel Missionary Baptist Church (WCMBC), as well as set forth our policies, so that together we can be good stewards of the church facilities.

It is your responsibility to provide a copy of the wedding guidelines to all appropriate persons who will be participating in your wedding, i.e., florist, wedding planner, wedding party members, caterer, etc. It is expected that all participants of your wedding agree to abide by these guidelines.

ONLY *active members of Watts Chapel and their children will be permitted to have their wedding ceremony at Watts Chapel. Watts Chapel will only perform weddings between a man born a man and a woman born a woman (Matthew 19:3-4, Genesis 2:24). No associate minister serving at Watts Chapel should officiate weddings that do not meet these biblical requirements. These requirements apply whether the wedding is held at Watts Chapel or another facility.

Note: *Active Member

An active member of Watts Chapel Missionary Baptist Church is a person who has (1) professed Jesus Christ as their Lord and Savior; (2) united with the Watts Chapel family by Baptism letter or Christian Experience and (3) attended worship and who has made a recorded financial contribution within the last nine months of at least \$100.00.

RESERVING YOUR WEDDING DATE

Weddings will not be held at Watts Chapel or conducted by the Senior Pastor on the following holidays and/or holy weekends: Easter, Thanksgiving, Christmas, New Year's Eve, and New Year's Day.

The approval process will take no more than two weeks. ***To begin the reservation process for your wedding, an application must be submitted to the Watts Chapel Wedding Director with your deposit of \$250 by check or money order.*** In this session, the wedding policy is reviewed by the bride, groom, and Wedding Director. The balance of your wedding fees will be due ***five days prior to your rehearsal date.*** If there are no damages and all the wedding procedures are followed, your deposit will be returned to you within 7 business days of your scheduled wedding. ***Please do not call the administrative office to ask questions or speak to other staff regarding wedding issues; but rather, allow the Wedding Coordinator to address all issues related to church facilities.***

WEDDING OFFICIANT & PRE-MARITAL GUIDANCE

When a couple desires to be married at Watts Chapel Missionary Baptist Church, they should make an appointment with the Administrative Office of the Senior Pastor of Watts Chapel for consultation. The couple should be aware that the pastor might be unable to participate in the ceremony. The Pastor of Watts Chapel Missionary Baptist Church will be involved in a minimum of three (3) pre-marital guidance sessions. The couple will also attend a pre-marital workshop by the Marriage Enrichment Ministry. ***The Pastor requests that persons who desire to be married at Watts Chapel must share with each other an STD test, credit report, and criminal background history, prior to the wedding rehearsal.***

If the couple wishes to invite another clergy person to participate, that person and his/her participation must be approved by the pastor of Watts Chapel.

WEDDING COORDINATOR

All weddings held on WCMBC's campus will require the presence of the church's Wedding Director. The Wedding Director is available to help interpret these policies as needed. The Wedding Director's responsibilities are as follows:

- The Wedding Director will be the liaison between the church and the bride and groom. The Director will be the contact person throughout the wedding process.
- The Wedding Director will conduct the initial consultation with the bride & groom, reviewing the church's wedding policies and procedures.
- The Wedding Director will attend the wedding rehearsal and the actual wedding ceremony.

EXPENSES

There is no charge for use of the church facilities for active members of Watts Chapel and their children. However, weddings are not "a part of the job" for any of the staff: Minister, Director of Music, Media Ministry, Sexton, etc. Fees should be paid to the respective persons via our Wedding Director no later than 5 business days before the scheduled wedding rehearsal.

- A deposit of two hundred fifty dollars (\$250) is required **via check or money order**. The **check** will be *returned* to the signor, up to 7 days after the scheduled wedding if no damage, excessive mess, or violation of this policy is found.
- The Media Ministry's fee is one hundred fifty (\$150) dollars for both the rehearsal and the wedding.
- If requested, the live streaming fee is one hundred (\$150) dollars for the wedding.
- Sexton's fee is one hundred twenty-five (\$125) dollars for both the rehearsal and the wedding.
- The Director of Music's fee and services are discussed between the bride/groom and Music Director.
- The Minister's fee is two hundred (\$200) dollars for the counseling, rehearsal, and the wedding.

Total Expenses: \$625 + \$250 refundable deposit (Director of Music's fees are not included)

REHEARSAL AND CEREMONY POLICY

The bride and groom are fiscally responsible for any damages to church property. It is the responsibility of the couple to inform the entire wedding party of the following policies:

- Weddings may be held in the church sanctuary (***800 seats**), the Multipurpose Room, a private home, or other appropriate locations. The Pastor reserves the right to decide as to whether he will preside over the ceremony held at locations outside of Watts Chapel Missionary Baptist Church.
- A total of three (3) hours is allowed for your wedding. Inclusive the ceremony time, pictures and prewedding activities.
- Weddings held on Friday evenings must be held between 6:00 p.m. and 7:30 p.m. The rehearsal must be held on Thursday evening prior to the Friday wedding, between 5:30 p.m. and 7 p.m. The rehearsal will last for one (1) hour.
- Weddings held on Saturdays must be held between 11 a.m. and 6 p.m. The rehearsal must be held on Friday, prior to the Saturday wedding between 5:30 p.m. and 7 p.m. The rehearsal will last for one (1) hour.

- Rice, confetti, or similar materials ARE NOT to be thrown on church property.
- There will be no smoking on church property.
- No alcoholic beverages or intoxicating substances are allowed on the church property and will automatically result in the cancellation of the wedding ceremony.
- Violence, language, destruction of church property, or disrespect of the church staff will not be permitted and will automatically result in the cancellation of the wedding ceremony.
- The facilities are to be maintained in a clean and orderly manner. All trash is to be placed in the appropriate containers. All items brought in for use in the wedding (flower stands, decorations, etc.) are to be removed immediately after the ceremony.
- The use of nails, screws, wires, tacks, and glue are not permitted.
- Protective material to cover the carpet must be placed under unity candle, palm tubs, and other receptacles. Only use the candelabras with the metal candle tubes with spring-fed replacement to prevent drips. Pulpit furniture will not be removed. ANY movement of the furniture will be done by the church sexton ONLY after approval by the Senior Pastor.
- Any consideration for special lights and equipment must be made in advance with the Wedding Director.
- Any recorded music must be given to the Wedding Director fourteen (14) days prior to the rehearsal. Recorded music is limited to processional, special music during the ceremony and recessional. Music must be provided in the order of the program on a thumb drive in a MP3 format. All music must be approved by the Director of Music.

A charge will be assessed for lateness.

After thirty (30) minutes late to start the wedding, \$150 is payable on site.

After sixty (60) minutes, the wedding will be cancelled, and the above fees will not be returned except in the case of a medical emergency.

Initial _____

*Please note that seating capacities are subject to change due to COVID-19 limitations and restrictions

MARRIAGE LICENSE

Please be advised that no wedding will be performed without the original marriage license. Couples must bring the original, valid North Carolina marriage license to the wedding rehearsal. It can be given to the Wedding Director earlier if available. If the marriage license is not brought to the rehearsal, the couple is in jeopardy of having their ceremony cancelled.

Initial _____

MUSICIAN AND MUSICAL SELECTIONS

Only sacred Christian music approved by the Director of Music is permitted. Guest organists should contact the Wedding Director who will put him/her in contact with the Watts Chapel's Director of Worship, Music and

Arts. All music and musicians will be secured by the couple with the approval of the Director of Worship, Music, and Arts.

Initial _____

PHOTOGRAPHY & VIDEOGRAPHY

The Photographer and Videographer must consult with the church Wedding Director and comply with WCMBC policies. The location chosen for your wedding ceremony and the surrounding church grounds are available for photographs. Flash pictures are not permitted during the exchange of vows; however, timed exposures without flashes are allowed. There should be limited movement during the ceremony. Video equipment should be stationed in a *fixed* location during the ceremony, which will not cause a distraction. Watts Chapel does not provide photography and videography services at this time.

Initial _____

RENTAL EQUIPMENT

The bride and groom are completely responsible for ordering all wedding equipment and all related charges. This includes pick-ups and deliveries.

Initial _____

SEXTON SERVICES

The Sexton is required to be involved to some extent with the wedding. He/she will be at the church to open and to close the church; to ensure there is proper setting of the heating and cooling of the church; set-up for the rehearsal dinner and/or reception; clean up before and after the rehearsal and wedding.

Initial _____

SOUND TECHNICIAN

Our Media Ministry technicians are trained professionals who will be available to provide microphones and play mood music during seating of guests. They will also play approved tracks during the ceremony. **Members of the Watts Chapel Media Ministry are the only persons authorized to use the sound equipment throughout the church.**

Initial _____

CANCELLATIONS

If your wedding is cancelled less than two weeks of the scheduled wedding date, your deposit is forfeited. Cancellations must be submitted in writing to the Wedding Director.

Initial _____

These policies and procedures are effective as of December 1, 2021. Please note that some policies are subject to change due to COVID-19 limitations and restrictions.