



Frisco Masjid, Inc. dba *Islamic Center of Frisco* A non-profit, tax exempt Texas corporation

NIKAH CEREMONY GUIDELINES

Islamic Center of Frisco (ICF) offers Nikkah Ceremony services to the community. Following guidelines must be adhered to for utilizing ICF facility for Nikah Ceremony:

Reservations/Cancellations

1. Requests for reserving ICF facility for Nikah Ceremony and Scholar services must be emailed to shura@friscomasjid.org along with date/time of the ceremony.
2. All reservation requests must be made no later than two weeks prior to the proposed date of use. Reservations for ICF facility are taken on a first come first served basis and are subject to availability.
3. Bride/Groom can bring their own Scholar/Imam for Nikah Ceremony.
4. Cancellation requests must be emailed to shura@friscomasjid.org at least one week prior to the ceremony.
5. There is no fee/cost for scholar conducting service.
6. Bride/Groom may choose to provide an honorarium to the scholar performing Nikah, if they so desire.

Facility Use Policy

1. Seating, center table and chairs can be setup by ICF staff, if clear and concise written instructions are provided at least one week prior to the ceremony.
2. Seating will be segregated for brothers and sisters.
3. No decorations are allowed inside the prayer hall except simple table arrangements.
4. ICF requires all attendees to wear proper attire to maintain sanctity of the Masjid.
5. Salah times will dictate hall occupancy and are given priority. The prayer hall may need to be cleared to accommodate for the congregants to pray.
6. *Facility maintenance charges of \$150* apply for each event and must be paid one week before the ceremony. Payment can be made using Mohid terminals (located in the ICF lobby) or online as a regular donation. Please keep your emailed receipts for confirmation.
7. Photographs of the formal Nikah Ceremony can be taken in prayer hall. All other photographs of bride/groom/family/friends can only be taken in the lobby of ICF.
8. Music is not allowed.
9. No food, drinks, giftboxes, or party favors are permitted inside the prayer halls. All items to be served only in lobby area. Food items must be dry, in nature, and mess free.
10. Bride/Groom are responsible any damage caused during the event, either by themselves or their guests. Damages may cause additional incidental charges will be assessed.
11. Absolutely NO MEN are allowed in sisters' area on the 2nd floor under any circumstances.
12. No furniture or items should be relocated or removed without prior permission of the ICF management.