

And Two Shall



Become One...

A Wedding Planning Guide
at First United Methodist Church

New Beginnings

We, at First United Methodist Church, congratulate you on your engagement and upcoming marriage.

This guide is offered to you as an aid in your planning. This is a place where God is worshipped, and we ask you to respect our policies when using our facilities and grounds.

We wish the best for your wedding and require the following:

- The couple attends worship four times prior to the date being recorded on our books.
- The couple arranges pre-marital counseling with the pastor or with another trained professional
- Our pastor agrees to officiate your wedding and will consider a co-officiate, if you have a special request.
- The church Wedding Coordinator or member sponsor will work with you to create your special day.
- An initial \$300 is required at the time of reserving the wedding date on our church calendar.*

Our sanctuary and staff are available to you as a form of ministry. We have several "at cost" fees involved with your wedding rehearsal and ceremony. These fees are described on the registration form and must be paid 2 weeks prior to wedding.

Wedding Policies

The Wedding Service

A wedding is a religious ceremony. All arrangements are to be approved by the pastor performing the ceremony or the Wedding Coordinator.



Seating

When considering the size of your wedding, please make note of the size and arrangement of the facilities. Our church will comfortably seat 400 guests. Wedding guides recommend to plan on one usher for every 50 guests in attendance.

Music

The church has a piano. You are to arrange for your own musicians. We can provide a list of pianists and soloists who are familiar with our church. Your wedding musicians need to be present for the rehearsal.

Decorating

The sanctuary space warrants our respect. All decorating should take this into consideration. Everything must be returned to original condition after the ceremony. No tape is allowed on paint, furniture, or woodwork. Bows may be anchored with a floral wire or rubber bands. Flower petals may be used if a runner is in place; otherwise, we suggest using tissue paper flower petals.

Sound System

Our church is equipped with a state of the art sound system. We want your ceremony to run smoothly; therefore, we require that one of our trained personnel run the board.



Pictures and Videos

We ask that flash photographs not be taken during the ceremony. Photos of the wedding party coming down the aisle before and after the ceremony are fine. Videotaping of the ceremony is permissible. One or two stationary positions are preferable. Please check with the pastor or Wedding Coordinator for appropriate places to videotape.

Candles

During the ceremony, the Christ candles on the altar will remain lit. If you wish to have a unity candle, you should plan to provide it. We request dripless candles.

Rehearsal

Generally, the rehearsal is held the evening before the wedding, beginning at 5:00 p.m. Other arrangements may be requested in advance with the pastor. Persons that should be present at the rehearsal include all people in the wedding party plus parents of the bride and groom, ushers, candlelighters, and musicians. The rehearsal lasts one hour. We will begin on time.

Dressing Room

The bride and her attendants will have the use of Room 203 prior to the ceremony. The grooms-men will gather in the Room 205.



On Your Wedding Day

Contact the Wedding Coordinator when you wish the church building to be unlocked. Take into consideration your floral arrival, photographer set-up and preparations, and when you wish to dress.

Animals, Rice, Birdseed and Bubbles Outside

Unfortunately we cannot accomodate animals as part of the service with no exceptions. Birdseed should be distributed and thrown outside the church. Bubbles are often fun outside as well. Rice and fireworks are not allowed.

Smoking and Alcohol Use

No smoking is allowed inside the church building. Alcoholic beverages are not allowed in the church or on church property. Anyone inebriated at the time of the service will not be included in the wedding party.

Reservation Form

Wedding fees	Price
<input type="checkbox"/> Registration Fee (nonrefundable).....	\$300.00
<input type="checkbox"/> Church use for Rehearsal and Wedding*	\$1,200.00
<input type="checkbox"/> Wedding Coordinator	\$200.00
<input type="checkbox"/> Rehearsal dinner or Reception (no food included), optional	\$100.00
<input type="checkbox"/> Pastor: counseling, rehearsal, officiating.....	\$300.00
<input type="checkbox"/> Custodial service.....	\$75.00
<input type="checkbox"/> Sound System Technicians.....	\$100.00
<input type="checkbox"/> Pianist, optional	\$100.00

** This fee may be reduced for church family actively involved in ministry and church life.*

****Any damage to the church will be reimbursed by the bride and groom.****

Prices valid through 2022

Damage Deposit

A damage deposit of \$1,000 will be paid to the church, which will be deposited. After assessing for damages, the money will be returned within 2 weeks of the ceremony. Please note that alcohol or smoking, which is prohibited will be an automatic \$250 deduction from the damage deposit per incident.



Name

Address

Phone

We agree to the policies of the church. We understand that we will be liable for any damage or penalties incurred during the rehearsal and wedding.

Signature of the Bride

Signature of the Groom

Church Officiate

Member (if applicable)



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