

First United Methodist Church

907 Lake Drive

Taylor, TX 76574

Telephone: (512) 352-2593

WEDDING POLICIES

You've told each other "Let's get married." You've picked a tentative time. Congratulations! Marriage and family are two of God's plans. If your plans include the use of our Church building, our staff; or both, we want to help you all we can. We need to know what you would like from us. You need to know some ground-rules for ceremonies in which we share. To keep stress down; to avoid misunderstanding; to give the whole wedding party a delightful day to remember, the following information is presented in Christian love.

1. OFFICIATING CLERGY.

In our tradition, Marriage is a service of worship and covenant. The Senior Pastor of a congregation is the usual person in charge. If you wish to ask-a-guest Pastor or Priest to assist or officiate, please ask the Senior Pastor of this church for approval. To get your marriage service on the calendar of this church, along with the calendars of all clergy involved, please contact the church office at least one month or more before the proposed wedding date. First, confirm and schedule the wedding date and time with the Pastor and Church Secretary, then send out your invitations and news releases.

2. MUSIC.

Our Sanctuary is blessed to have a great organ and piano. Other instruments, within reason, can be used in addition or instead. There will be no taped music. If you wish us to contact our organist or pianist, please let us know when you first talk with the Pastor and Secretary. Since the wedding is a service of worship, all music played or sung in the wedding should express a Christian message appropriate to the occasion. A list of suggested vocal selections is available. All music must be approved by the Pastor at least 2 weeks prior to the wedding.

3. DECORATIONS.

Please remember that the place where you plan to be married is a Sanctuary, erected as a place to worship God. Beautiful, dignified and functional, it needs only minor decorations to make your marriage ceremony personal. Do keep your decorations simple! The Sanctuary's own beauty will enhance your wedding.

The bride and groom are held responsible for any damage to the church; therefore, they should inform the florist of the following policies.

- A. None of the furniture, equipment, musical instruments, etc. in the Sanctuary is to be moved or relocated without consultation with the Pastor.
- B. Floral arrangements are not to be placed upon the Communion Table except in the brass containers provided.
- C. No plants or arrangements containing water and no lit candles shall be placed upon the chancel rail or piano.
- D. Any candelabra or candlesticks will have a minimum of 2 feet of plastic or similar protection placed under them to protect carpets and floor from wax.
- E. Candles will be lighted **ONLY** with standard candle lighters. Another candle **WILL NOT** be used for lighting other candles.
- F. All decoration shall be removed immediately after the wedding service.
- G. The church does not provide any equipment other than that which is normally used in the sanctuary.

4. PHOTOGRAPHY.

During the wedding ceremony, photographs (professional or otherwise) will not be made after the wedding party arrives at the front for the chancel. Any photography desired of this part of the ceremony may be posed after the benedictions.

5. FELLOWSHIP HALL and KITCHEN.

The kitchen and fellowship hall of the church may be used for a reception after the ceremony if arrangements have been made prior of such use. When the kitchen and fellowship hall are used it is expected that **ALL DISHES WILL BE WASHED AND PUT AWAY**. The person responsible for securing the church will be held responsible to ensure this is completed.

6. OPERATIONAL COSTS.

MEMBERS:

There will be no charge for the use of the church facilities if either the bride or groom is an *active* member of this congregation. However an offering to the church will be accepted and appreciated if air-conditioning or heating is required. A custodian's fee of \$50.00 for cleanup is due in advance.

NON-MEMBERS:

- A. Use of the Sanctuary and dressing rooms: \$300.00
- B. Use of the Fellowship Hall for receptions: \$100.00
- C. Use of kitchen for receptions: \$50.00
- D. Custodian's fee: \$50.00
- E. Organist / Pianist: \$150.00
- F. Wedding Host: \$100.00 (Host will unlock and lock or secure the church property and ensures that the church's policies are being followed. Host could be present at both rehearsal and wedding ceremony).

No fees are established for the services of the Pastor, however it is customary for the groom to compensate the Pastor for their service, which include the total responsibilities of the premarital counseling, wedding rehearsal, and wedding ceremony. A minimum of \$150.00 is a guide for a typical wedding.

7. PREMARITAL COUNSELING

At least two counseling sessions are advisable before the rehearsal. Each lasts forty-five to sixty minutes. The counseling sessions offer opportunities for the Pastor and wedding couple to get to know each other better; for the couple to share some of their plans and expectations of married life; for the Pastor to point out some avoidable crises in marriage, along with some available strengths. When the wedding date is set, counseling dates can be scheduled.

8. REHEARSAL

Ordinarily a rehearsal is held the evening before the wedding day. This helps all who have parts in the service to work with each other, practice and rehearse.

9. CEREMONY

The Pastor uses the United Methodist Wedding Service and discourages “homemade ceremonies”.

10. OTHER.

- A. No rice, birdseed or confetti is to be thrown in or near the church building.
- B. The use of alcohol in any form is strictly forbidden anywhere in or on the church property.
- C. The use of tobacco products of any kind is strictly forbidden in or on the church property.
- D. Only the Church custodian, Wedding Host or Pastor is to control the air conditioning or heating units.
- E. Where no rule or regulation exists for a situation, the Pastor is authorized to make any temporary decisions until the Board of Trustee’s has the opportunity to make a final determination.
- F. If any damages are incurred, including but not limited to wax on the carpets or fixtures etc. the person(s) who made the wedding arrangements for the use of the church or church facilities will be held responsible for cleaning or replacement of the damaged or soiled item(s).

END OF POLICY
REVISED 2015

WEDDING CEMONEY APPLICATION
FIRST UNITED METHODIST CHURCH TAYLOR FACILITIES

Please complete all information and return to the church office.

BRIDE

Name of Bride: _____

Address of Bride: _____

Contact number for Bride: Cell _____ work _____

Parents of Bride address: _____

Parent of the Bride contact numbers: Cell _____ work _____

GROOM

Name of Groom: _____

Address of Groom: _____

Contact number for Groom: Cell _____ work _____

Parents of Groom address: _____

Parent of the Groom contact numbers: Cell _____ work _____

Would you like the Alter flowers to remain in place for Sunday Worship services? YES NO

Rehearsal date: _____ Time: _____

Wedding date: _____ Time: _____

Sanctuary and dressing room fee: \$300.00 YES NO Date received: _____

Fellowship Hall fee: \$100.00 YES NO Date received: _____

Use of kitchen: \$50.00 YES NO Date received: _____

Wedding Host fee: \$100.00 YES NO Date received: _____

Custodian fee: \$50.00 YES NO Date received: _____

Total fee amount collected: _____ Date received: _____

I hereby declare that I have read the WEDDING POLICIES FOR THE USE OF THE FIRST UNITED METHODIST CHURCH. I agree to abide by all requirements.

Signed: _____ Date: _____

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