

# **WEDDING POLICY**

## **for**

# **A SERVICE OF CHRISTIAN MARRIAGE**

First United Methodist Church  
216 West Third ~ Elgin, Texas 78621 ~ 512-285-4503

**Pastor** ~ Reverend Joyce McCormick ~ (O) 512-285-4503 (C) 512-229-8868

**Music** ~ John Gibson~ (C) 512-705-2732

**Church Administrator** ~ Bunny Watts ~ (O) 512-285-4503

**Wedding Coordinator** ~ Anita McGuire ~ 512-925-5570

**Help with Catering, etc.** ~ Rick Harden ~ (H) 512-281-3307 (C) 512-971-8725

## **A WORD ABOUT WEDDINGS**

Weddings are more than the public blessing of a man and a woman who desire to be married. They are, in fact, services of Christian Worship bearing deep significance, not only for the couple, but for all persons involved. It is with joy, that we at First United Methodist Church of Elgin anticipate working with you to make your wedding a sacred and beautiful experience.

## **A WORD ABOUT THE PASTOR**

The pastor of First United Methodist Church shall officiate at weddings. Other ministers are welcome to assist after consultation with and approval of our pastor. The pastor wants your wedding to be a beautiful and sacred moment that creates a bond that lasts a lifetime.

It is necessary for the couple to meet with the pastor for no less than three premarital counseling sessions prior to the rehearsal. Prior to the wedding, the pastor expects the couple to attend worship on a regular basis either at First United Methodist Church or the church of their choice.

It is helpful to consult with the pastor three to six months in advance in order to insure the availability of all concerned and to reserve the sanctuary.

## **MAKING THE ARRANGEMENTS**

Wedding dates are set in consultation with the Pastor and placed on the church calendar with the receipt of a \$200 refundable security deposit. Should the wedding be cancelled, the deposit will be refunded.

## **BUILDING FEES FOR NON-CHURCH MEMBERS**

Church Sanctuary	~ \$300
Fellowship Hall (For reception or rehearsal dinner)	~ \$500 per day (24 hours) or \$600 for two days
Parlor (For small reception)	~ \$50
Pastor (Includes 3 counseling sessions, rehearsal and ceremony)	~ \$100
Our Organist / Pianist	~ Fee to be set by musician
Wedding Coordinator	~ \$75

## **BUILDING FEES FOR CHURCH MEMBERS AND THEIR FAMILIES**

The sanctuary, fellowship hall, and parlor may all be used free of charge. It is customary to offer the pastor, our musicians and our wedding coordinator an honorarium for the rehearsal and wedding. See the above fees for guidelines.

## **FOR ALL COUPLES**

If after consultation with the pastor, it is decided that *another* pastor will be officiating, then our Wedding Coordinator will be the contact person for the couple.

Facilities need to be left clean, in order, and trash taken out to the outside can areas. Carpets should be vacuumed. Kitchen facilities, dishes, and equipment are certainly available to the wedding couple for their use and should be washed and put away neatly. The wedding party will need to supply their own paper products for the reception. If the wedding party chooses to use the parlor or the fellowship hall for their reception, they should return any furniture they rearranged back to its original position after the reception.

*All building fees should be paid to the church office one month prior to the wedding date.*

*Honorariums for musicians and for the wedding coordinator should be taken care of by the night of the rehearsal and given directly to the individuals performing the services.*

*As long as all fees and staff honorariums have been paid and as long as nothing is damaged and facilities are left clean and orderly, the \$200 security deposit will be refunded.*

*Alcoholic beverages, illegal drugs, or firearms are not permitted on the church premises at any time.*

*Smoking is not permitted in the church buildings.*

## **DÉCOR ITEMS**

Candles ~ whenever candles are used, they must be of the dripless variety and be in a candelabra that catches and contains all the drippings. Floor coverings must be placed under all candelabras as an added precaution.

Decorations ~ after the ceremony all decorations, flowers and other equipment should be removed from the church as soon as the photographer is finished. Decorations must not be attached to the pews or other furniture by pinning, tacking, nailing, gluing, or taping. Only covered wire should be used. Any rearrangement of the altar area will be done only with the permission of the pastor.

Flowers ~ nothing should be placed on the piano or organ unless proper plastic protectors are set underneath them to avoid rings or damage to the musical instruments.

Rice ~ may not be thrown at any time.

Birdseed ~ may be thrown but only outdoors as the couple prepares to depart.

Bubbles ~ are another option, but only outdoors.

## **MUSIC FOR THE CEREMONY**

All wedding music selections should be made in consultation with the officiating pastor and the organist/pianist. The wedding couple should contact the organist/pianist directly concerning playing for the ceremony. A sound system is available for recorded music.

## **PHOTOGRAPHS AND RECORDINGS**

No flash photography will be allowed during the wedding service, except one flash picture, which may be taken just as the bride prepares to enter the Sanctuary.

Videotaping of the wedding service is allowed. The couple should consult with the officiating pastor concerning how that can be done.

An audiotape can be made of the wedding service if requested.