

# Planning Your Wedding



1. Contact the church office as soon as possible so the date for the wedding can be reserved and proper arrangements made. At least two months in advance is usually required.
2. Counseling. The pastor will meet with the couple for premarital counseling sessions in addition to the rehearsal and ceremony itself. The purpose of these sessions will be to examine your relationship and reasons for marriage, as well as make final preparations.
3. Use of Facilities
  - a. The wedding party is welcome to use the classrooms to get dressed and ready for the service. You may also use the fellowship hall for the reception. Keep in mind you will be responsible for cleaning the facilities, so they are just as you found them. If additional cleaning is required, you will be charged at the rate shown below in the cost of services section.
  - b. All rented candleholders, decorations, etc. will need to be removed from the church after the wedding service.
  - c. Under no circumstances will rice or confetti be allowed anywhere on church property. Bird seed and bubbles can be used outside of the church in the parking lot.
  - d. Absolutely no alcohol will be allowed on church property.
  - e. No smoking is allowed in the facilities.
4. Music
  - a. The Director of Music/Organist is ordinarily the person who will play at all weddings. The church organist shall have first right of refusal should the wedding party choose another organist/accompanist. All music that is chosen shall be done in consultation with the pastor and director of music. All music chosen should be appropriate to the occasion and place.
5. Flowers
  - a. You are responsible for arranging for any flowers you desire at your wedding.
6. Pictures
  - a. The appropriate use of photography will be discussed with the Pastor.
7. Special Requests
  - a. You are encouraged to speak to the pastor about any special requests you have regarding your wedding.
8. License
  - a. A wedding license is necessary and required by the state and the church before any wedding can be legally performed. Contact the County Clerk regarding procedures for obtaining a wedding license. The marriage license needs to be brought to the church at least two days prior to the wedding. A copy of the wedding bulletin also needs to be provided at that time if the bulletin is not prepared by the church.
9. Rehearsal
  - a. All members in the wedding party are encouraged to attend the wedding rehearsal usually held the evening before the wedding.

10. Wedding Bulletins

- a. These can be prepared for your wedding if you wish. All information for wedding bulletins prepared here must be submitted to the church office at least 2 weeks before the wedding.

11. Holy Communion

- a. If you wish to celebrate Holy Communion at your wedding, please make your desire on this known to the pastor.

12. Cost for Services (All fees to be paid at rehearsal time.)

Use of facility:	\$200
Cleaning cost:	\$150 (applies to members & non-members)
Bulletins: Printing cost	\$10 per 100 (10 cents each)
Typing/layout cost	\$100
Organist:	\$150 (no soloist) \$200 (with soloist)
Minister:	\$250