

WEDDING GUIDELINES FOR BETHANY UNITED METHODIST CHURCH

CONGRATULATIONS!!

We are happy to hear that you are taking such an important step in your life.

One of the loveliest occasions in the life of two people is their wedding. It comes to them as a culmination of their hopes and dreams and at the same time, as the beginning of a new experience... "instituted of God and signifying the mystical union which exists between Christ and His Church."

It is our desire to join you in making your wedding as beautiful as you have dreamed and an experience that will always live in your memory. To this end, we are happy to share the church facilities in accordance with the policies and regulations as approved by the Administrative Board and the Wedding Committee of Bethany United Methodist Church of Wanchese.

Even the simplest of weddings requires some forethought and preparation. Many weddings are solemnized at our church so it is important that you set a date as early as possible with the Church Wedding Coordinator or minister to discuss your plans and insure the date chosen is available. Since many people are involved, minister, organist, soloist, wedding assistant; dates and hours scheduled must be followed.

TO SET THE DATE

First call the minister of the church or Church Wedding Coordinator to discuss the date, Wedding arrangements and any fee schedules that apply. At this meeting you will complete an information form which will provide a proposed schedule for the wedding.

Your next step will be to make appointments with the minister for counseling sessions. You should also plan on arranging a time to meet with the Music Director for choosing appropriate music.

THE MINISTER

The minister of the church will officiate at all weddings unless other arrangements have been cleared with the Minister of Bethany.

While we recognize that this is a very special event and the wedding ceremony is your ceremony, nevertheless you have chosen to be married in a United Methodist Church. As is the case with every service of worship in the church, the directives of the denomination and the prerogative of the officiating minister determine the content and order of the wedding ceremony.

THE MUSIC

Wedding music enhances the joy and sacredness of this service of worship, in keeping with the sacred nature of the Christian marriage ceremony. Traditional classical works, hymns from the hymnal or music with scriptural text or sacred text may be played or sung. Any other music must be submitted to the minister for his or her approval.

WEDDING GUIDELINES FOR BETHANY UNITED METHODIST CHURCH

Page 2

ORGANIST

If an organist is to be used for the wedding ceremony, it is encouraged that the individual be present for the rehearsal. Twenty minutes of pre-processional music and up to ten minutes of postlude music is customary. Some local organists who are available are:

Amanda Smith 473-5318, Tommy Midgett 473-6848, and Gail Drummond 441-9715

SOLOIST/SPECIAL MUSIC

If vocal music is desired, soloists active in the music ministry of Bethany United Methodist are available by contacting the Music Director, Peggy Daniels 473-2996. You may, of course, have a person of your choice to sing.

DECORATIONS

Decorations should be limited so as to not take away from the sacredness of the ceremony. All candles used must be drip-less and plastic floor covering must be placed under any candelabra used. All other candles must be contained in glass. No decorations may be hung, placed on the altar or suspended from any portion of the church structure. Pew bows or markers are allowed, provided they meet with fire regulations. Church Wedding Coordinator will give approval.

Seasonal decorations e.g. Christmas and Easter, must remain in place and cannot be removed. We hope that you will see the beauty that these decorations add to the ceremony. If this doesn't fit into your plans, we encourage you to choose another date.

PHOTOGRAPHY AND RECORDINGS

Flash Photography during the ceremony, by professionals or the wedding guests, is not permitted. A separate guideline for the wedding photography will be provided both for the professional photographers and the bridal couple prior to the wedding so there is no misunderstanding as to the requirements.

Please understand that the wedding service is a sacred service and that it is our desire that your wedding will be as beautiful as planned. Lights flashing and cameras clicking take away from the ceremony and away from the bridal couple.

Video-taping and recordings are permitted but under specific guidelines, as approved by the Church Wedding Coordinator.

WEDDING GUIDELINES FOR BETHANY UNITED METHODIST CHURCH

Page 3

REGULATIONS REGARDING THE USE OF WORSHIP FACILITIES

1. It is encouraged that the wedding not be scheduled on Sundays, holidays, or holiday weekends. A church scheduled activity will have precedence at all times and no weddings may be scheduled after 7:00 p .m.
2. There must be a minimum of three hours between weddings scheduled for the same day.
3. Rooms convenient to the Sanctuary are available for the bride and her attendants to dress. The Church Wedding Coordinator will be there to assist you in what room will be best suited for each. The church is not responsible for lost, stolen or damaged items belonging to the wedding party. It is requested that all personal items be removed from the dressing area prior to the service.
4. SMOKING is not permitted on the church premises at any time.
5. ALCOHOLIC BEVERAGES are not allowed on the church premises at any time and anyone who is obviously under the influence of alcohol will not be permitted to take part in either the wedding or the rehearsal.
6. Rice may not be used anywhere on the premises. (Rice is harmful to birds and hazardous to people who walk upon the sidewalks). Birdseed may be used in the outside area of the church, but it is the responsibility of the wedding party to make any cleanup necessary prior to leaving.

IT IS THE RESPONSIBILITY OF THE BRIDE AND GROOM TO NOTIFY ALL MEMBES OF THEIR WEDDING PARTY OF THESE REQUIREMENTS OF BEHTANY UNITED METHODIST CHURCH.

THE BETHANY CHURCH WEDDING COORDINATOR

This person will unlock the church and be in the building during the pre-wedding, wedding and after-wedding to see that all conditions will be met and provide help and service to the wedding party. This person will oversee the cleanup. If there is cleanup involved the bride and groom are responsible for having someone lined up for the job. If you need us to get someone let us know but the bride/groom will be responsible for payment to the cleaners. Also this person will make sure the church is ready for the next service and locked up.

Becky Harrell 473-5313

WEDDING GUIDELINES FOR BETHANY UNITED METHODIST CHURCH

FEE SCHEDULES FOR NON-MEMBERS

The following fee schedule applies to non-members of the church.

\$250.00 Deposit (will be returned if all conditions are met)

\$250.00 Use of the Church Sanctuary for public wedding

\$150.00 Additional if reception is held in Fellowship Hall

\$150.00 Additional for rehearsal use of Fellowship Hall

\$250.00 Minister's fee

\$150.00 Bethany Wedding Coordinator

\$ 50.00 Administrative Fee

The Bridal representative has read all requirements and agrees to all conditions.

Please sign below.

_____ Phone # _____

Approved by the Administrative Board of Bethany United Methodist Church _____

WEDDING GUIDELINES FOR BETHANY UNITED METHODIST CHURCH

FEE SCHEDULES FOR MEMBERS

\$100.00 Deposit (will be returned if all conditions are met)

\$100.00 Minister's fee

\$100.00 Bethany Wedding Coordinator

The Bridal representative has read all requirements and agrees to all conditions.

Please sign below.

_____ Phone # _____

Approved by the Administrative Board of Bethany United Methodist Church _____

WEDDING GUIDELINES FOR BETHANY UNITED METHODIST CHURCH

WEDDING PHOTOGRAPHY GUIDELINES

1. Photographs may be made in the Church dressing areas of the bridal party (formal and candid) provided that all photography is completed at least fifteen minutes prior to the time that service begins.
2. Photographs of the male members of the wedding party may be taken in the dressing area assigned to them and in the Sanctuary prior to the service. Both of the above should be scheduled so as not to cause any delay for the designated time of the service.
3. The last flash photograph permitted prior to the ceremony is that of the bride and her father as they enter the main doors of the Sanctuary.

SANCTUARY

1. No flash photographs may be taken during the ceremony.
2. Time exposures (no flash) may be made with certain restrictions. Care should be taken to be quiet and unobtrusive: the photographer may do this from the back. It is the photographer's responsibility to make these time exposures so quietly that no one present will be distracted by his sound or movement.
3. The first flash after the ceremony is that of the bride and groom recessing up the aisle. It should be made from behind the last rows of seated guests.

ALTAR RETURN

1. Altar return photographs should be limited to 30 minutes or less.
2. Photographs involving the Minister should be taken first so that he may leave for other responsibilities.
3. Photographers should show respect for the clergy and church Board and realize that he or she is a guest in their Sanctuary.
4. The officiating minister is the person in charge at all weddings conducted in this Church.