

Avent Ferry United Methodist Church

Wedding Policy

(10/27/2006)

General

- All weddings must be cleared with the Pastor. Only Christian services are permitted.
- If a Minister other than the Pastor of Avent Ferry United Methodist Church (hereafter referred to as AFUMC) is to participate in the service, that minister must be invited by the Pastor of AFUMC. The Pastor of AFUMC reserves the right to participate in or cancel any wedding at AFUMC, if the Pastor deems it necessary.
- The Pastor of AFUMC requires the prospective bride and groom to attend pre-marital counseling. This counseling should be arranged directly with the Pastor of AFUMC.
- All of the provisions of the church's *Guidelines for Facility Use* are to be in effect unless otherwise stated.

Reservations

- Members – Reservations cannot be made more than one year in advance.
- Non-members – Reservations cannot be made more than six months in advance.

Facilities

- The church Sanctuary has been carefully designed and furnished to assure a service that is sacred, dignified, and beautiful with a **minimum** of decorations. Decorations should be carefully planned to comply with the policies outlined below:
- No flowers or decorations shall be attached to church furniture or in any way to church walls. Chairs and furnishings may be re-arranged, but must be put back as they were found following the wedding. The pulpit, lectern, baptismal font, and communion table may be removed, however, they must be returned to their original location following the wedding. **The altar cannot be moved**
- Under no circumstances shall decorations be attached to walls, chairs or other furnishings in the sanctuary by pinning, taping, tacking, gluing, nailing, stapling, or wiring. Ribbons may be secured to the end chairs by rubber bands.
- The sanctuary may be decorated with flowers and candles in the appropriate places. A protective cover must be placed under any candelabras to catch dripping wax.
- The paraments in the sanctuary may be used, if so desired. The paraments can be changed to white, if desired, to reflect the celebration of marriage, or, they can be left their current color to reflect the liturgical season. The Pastor can inform any party using the sanctuary as to which church color would be in use on that particular day. If

paraments are changed, or removed, they must be returned to their current color after each use.

- All rented or borrowed decorations used in the church must be removed and picked up within two (2) hours after the wedding or rehearsal are complete. The facility must be closed by 10:30 p.m. or earlier with all clean up complete. The facility cannot be rented for a wedding for a period exceeding 5 hours total.
- All decorations should be coordinated with the Pastor **prior** to their planned use.
- A sound system is available for use in the sanctuary. The use of the sound system shall be coordinated with the **Building Use Committee** (hereafter referred to as the BUC – see **Guidelines for Facility Use** for contact names and numbers).
- If the wedding party would like to have the wedding flowers used for Sunday Worship, please advise the Pastor so that the appropriate volunteer staff can reserve the date.
- No rice or other substance may be thrown indoors. Anything thrown outdoors must be swept up by the contracting party as part of the cleanup. Only artificial flower petals may be cast on the carpet as stepping on real petals can create stains.

Fees

- Fee Schedule:

| | <u>Members</u> | <u>Non-Members</u> |
|---------------------------|-----------------------|---------------------------|
| Use of Sanctuary | Waived | \$300.00 |
| Cleaning | \$150.00 | \$150.00 |
| Use of Fellowship Space | Waived | \$200.00 |
| Fellowship Space Cleaning | \$100.00 | \$100.00 |
| Pastor | \$100.00 | \$150.00 |
| Pianist | \$100.00 | \$150.00 |

Music and Sound

- You must contract with the current pianist of AFUMC to insure his/her availability to play for your wedding. If you choose another qualified pianist, you will need the approval of our pianist. If approved, any outside pianist must contact our pianist to arrange practice times and to meet with our pianist as needed. Coordination of said pianists services and payment of the same shall be the sole responsibility of the contracting party.
- Only music appropriate for weddings should be used. The Pastor and/or our current music director will help in the music selection. The lyrics and instrumentals of any secular music must be cleared with the Pastor.

- If your wedding does not include a staff person from AFUMC, you will need to meet with a member of the BUC to coordinate use of the facility.

Photography

Photography should be limited to pictures before the ceremony as the wedding party processes down the aisle or as the married couple recess after the ceremony. The wedding party is encouraged to discourage friends and relatives from taking pictures during the ceremony. **A wedding is a sacred service of worship.** There will be ample opportunity for pictures to be taken by the photographer and friends after the ceremony. Video photography is permissible as long as it does not distract from the sacredness of the ceremony.