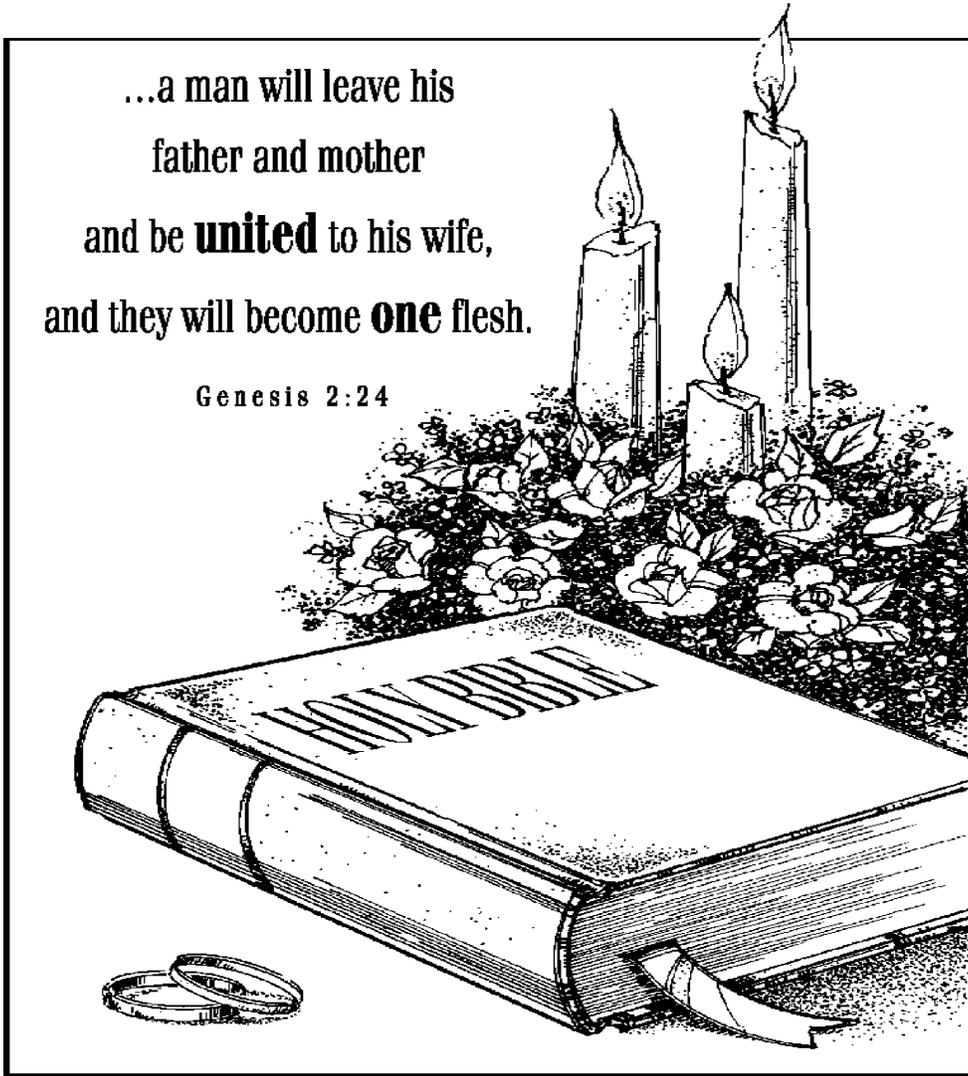


Your Wedding

...a man will leave his
father and mother
and be **united** to his wife,
and they will become **one** flesh.

Genesis 2:24



SUNSET DRIVE
United Methodist Church

CHURCH WEDDING

Your Wedding should be one of the happiest and holiest moments in your life. It is the time when both the social world and your religious faith affirm and acknowledge the love which two persons share. It can be particularly meaningful when the church is chosen as the place for the wedding. This is the house of God; having the wedding here symbolizes the presence of the Lord within your holiest relationship; it should also affirm the bride and groom's relationship with the traditions of this church.

The church is eager to help make your wedding beautiful and meaningful. In the joyful excitement (and mounting pressures!) that precede a wedding, many questions arise. That is one of the reasons this booklet was written, to help you in planning your wedding and marriage.

SETTING THE DATE

When the initial call is made to the minister, the bride's preference of date and the church's availability will be compared. A tentative date is set. Scheduled church services, certain seasonal conflicts, and prior-arranged weddings sometimes require that adjustments be made. The earlier you talk with the minister, the better! The minister is not willing to schedule two weddings on the same day.

THE MINISTER

The Sunset Drive Church minister is in charge of all weddings and should be consulted about all weddings in our church. At the convenience of the bride and groom, an early conference will be scheduled with the minister. On some occasions, the minister is willing to work with the couple in inviting another Christian minister to assist in the ceremony or allowing the couple to have another minister conduct the ceremony, without the SDUMC pastor. Usually, this is a person with a close relationship to the bride or groom. Sunset Drive's minister will contact the guest minister and confer with him/her about your wishes. Sunset Drive's minister, after conferring with the bride and groom, will decide in what ways the visiting minister can best assist in the service or invite the minister to conduct the ceremony on his/her own..

A conference with the minister is a time for establishing rapport, building personal relations, and previewing the wedding vows. Subsequent counseling sessions may be arranged, at the discretion of the minister, bride and groom.

The official Wedding Ceremony of the United Methodist Church is known throughout our society as one of succinct language, beautiful phraseology, and deep meaning (*see attached copy*). A product of a long evolutionary life, the words take deep personal feelings and express them in religious context. Upon scrutiny, you will probably be able to adopt it as your own. However, some alterations can be made in consultation with the minister. The minister in such cases has the final say as to the wording of the ceremony.

REHEARSAL

A rehearsal is suggested for all weddings where there are more than five major participants (i.e., bride, groom, best man, maid/matron of honor and minister). The rehearsal is usually held on the evening before the wedding, and should be confined to about 60 minutes. Promptness on the part of the wedding party is expected.

THE MUSIC

Wedding music may be selected within the framework of the bride and groom's personal preferences and the church's heritage of religious music. The music should be in good taste and appropriate to the church setting and the Christian faith.

The church has organist/pianists available to play for weddings. If one is not available, then the Music Director shall suggest someone else to play. If for some reason the family desires the service of a special organist/pianist, this must be cleared along with any other music played or sung during the wedding, through the Music Director.

PICTURES AND PHOTOGRAPHERS

Photographs by the wedding guests will not be allowed during the ceremony. Ushers are to watch for persons bringing cameras and are to inform them of this regulation. The official photographer may take non-flash pictures during the ceremony, from the back of the church. Videotaping of the entire ceremony will be allowed only at the instructions of the minister.

The church considers any violation of this request a breach of good taste. Persons planning the wedding photographs are asked not to request any modifications of this regulation.

FLORIST AND DECORATIONS

Arrangements for flowers and other decorations are made by the bride and her family.

Flowers on the Altar cannot exceed the cross beam of the Cross on the Altar (which is 18 inches).

If and when the **Unity Candle** is requested to be used in the service, it will be included at a place in the service determined by the minister. When used, the unity candle is provided by the florist.

If tracing (aisle runner) is used, it is available from the florist. Sunset Drive Church does not have a tracer.

It is not permissible to put nails or tacks in the woodwork or use scotch tape or masking tape next to the finished wood or painted walls. It is permissible for ribbons be tied to the pews.

When weddings are held on Saturday or Sunday, it is the responsibility of the bride and groom to make arrangements with the Trustees Building Wedding Supervisor about having the church open for the florist to deliver the flowers for the wedding.

PRIVATE WEDDINGS

When a small, private wedding is planned (with only the bride and groom, the minister, and a few witnesses present), special arrangements, other than those in this guide may be worked out with the minister and other church officials.

EXPENSES

FACILITY USE FEES

	MEMBER	NON-MEMBER
Sanctuary (due upon execution of agreement for use of facility)	No charge (but donation to church may be made if desired)	\$500
Social Hall & Kitchen (upstairs)	No charge	\$350
Cleaning fees—paid directly to Custodian (due 1 week in advance of wedding date) <ul style="list-style-type: none"> • Sanctuary • Social Hall • Downstairs room(s) 	<ul style="list-style-type: none"> • \$75 • \$100 • \$25 	<ul style="list-style-type: none"> • \$75 • \$100 • \$25
Building use supervisor (due 1 week in advance of wedding date)	\$100	\$100
Organist / pianist / other musicians	Negotiated between wedding party and organist/pianist/others	Negotiated between wedding party and organist/pianist/others
Sound board operator	Negotiated between wedding party and sound operator	Negotiated between wedding party and sound operator
Minister	See table below	See table below

MINISTERIAL FEES (paid directly to the Pastor at least one week prior to ceremony)

	MEMBER	NON-MEMBER
Ceremony only	No required fee for any services for members: Suggested honorarium for Members is \$150	\$200
Ceremony & rehearsal, including one planning meeting for wedding ceremony		\$300
Ceremony, Rehearsal, & Pre-marital counseling of 3 sessions		\$600

Additional counseling sessions beyond 3		\$50 per session
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Payment of fees can be brought into the church office. Please call the secretary to determine a convenient time.

MISCELLANEOUS POLICIES

1. No rice or confetti may be used in the church buildings or on the steps or sidewalks outside the building. Bird seed or bubbles are suggested as a substitute, but only outside the building!
2. Pews may not be moved.
3. Smoking is not permitted within the building.
4. The altar and its furnishings and the pulpit furniture may not be moved and must remain visible at all times.
5. Tape recordings of the ceremony may be made through arrangements with the Minister or Wedding Coordinator of the church
6. The church does not assume the responsibility for personal clothing and other valuables left in the church buildings, before, during, and after the wedding and reception.
7. No candles will be allowed in the windows, aisles, and pews unless covered by a globe.
8. When the church has been decorated for a Holy Day, such as Advent, Christmas, and Easter, these decorations may not be moved or changed.
9. For your further information or help, the wedding coordinator will be available; to show you the church equipment and to give any needed assistance in planning the decorations.

MARRIAGE LICENSE AND CERTIFICATES

The marriage license can be obtained from the city or county clerk of your residence up to 60 days prior to the wedding. The license and certificate should be left with the minister no later than the rehearsal for the wedding. The minister will return to the couple the signed certificate after the ceremony. He will also mail in the completed license.

REGULATIONS FOR THE WEDDING RECEPTION

1. Facilities of the church available for the reception include only the Fellowship Hall ,the Kitchen, and the restrooms. It is understood that the use of these rooms for the purpose indicated is subject to discussion with the Minister/Wedding Coordinator, based on the physical limitation of having to restore the rooms for subsequent use.
2. No alcoholic beverages are allowed at receptions at the church. It shall be the responsibility of the families to see that persons under the influence of alcohol or drugs not be allowed to participate in either the rehearsal or wedding.

THE CATERER

If the caterer is retained by the bride's family for a reception at the church, they must provide their own serving equipment and the kitchen must be left clean. They must make arrangements with the wedding Building Supervisor about being admitted to the fellowship hall to prepare for the reception.

Sunset Drive Church has no regulations against music or dancing in the Fellowship Hall. However, as with all aspects of the wedding, the reception's music should be appropriate for the character of the celebration.

WEDDING RECEPTION HINT

If the reception is at the church, consider beginning immediately after the wedding while the wedding party is involved in picture taking. Guests may then greet the members of the wedding party at their convenience during the reception. This avoids the awkward waiting period while pictures are being taken and the long wait to go through the receiving line.

AGREEMENT

This Agreement entered into this _____ day of _____ 20____ by and between the Sunset Drive United Methodist Church of Broadway, Virginia ("UMC") and _____ (Licensee).

WHEREAS, UMC is the owner of the building located at the corner of Sunset Drive and Turner Avenue in Broadway.

WHEREAS, Licensee desires to use such facilities on the terms and conditions set forth,

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration the parties hereto agree as follows:

1. UMC shall make available to Licensee _____
_____ (description of facilities)
on _____ (dates) between the hours of
_____ and _____.

2. Licensee agrees to indemnify and hold UMC harmless including attorney's fees from any and all liability arising out of Licensee's use of the above described premises or the building of which the facilities are a part or the parking facilities on or adjacent thereto.

IN WITNESS WHEREOF, the undersigned parties have executed the Agreement as of the day and year first written above.

Sunset Drive United Methodist Church
Broadway, Virginia

(Church Representative)

(Bride and Groom)