

## YOUR WEDDING AT FIRST PRESBYTERIAN CHURCH

When a couple decides to marry in the church, there is added to the legal agreement another dimension. A church wedding is above all else, a service of worship and commitment. In a church wedding the everlasting love of God is magnified as the model for all human relationships, the union of husband and wife being the most intimate.

When a man and woman decide to marry they must comply with the laws of the state and the county in which they reside. They must pay the fee, show proper identification and otherwise conform to the standards set forth by the respective governments. As far as the state is concerned this is all that is required. In this sense, marriage is purely a civil matter.

Much care must attend the planning of a church wedding. This is to insure the integrity of worship and to witness to the love of God in Jesus Christ. We believe that the beauty and convenience of the church facility is secondary to the wedding service and reserve the right to regulate who uses the church and how it is used.

The content of the service for Christian marriage includes readings, prayers, promises and music. All elements of the service should be chosen with great care. It is our purpose to demonstrate the providential care and fidelity of God in every aspect of the worship service as our response to Divine love.

Therefore, when choosing music, Christian worship themes must be chosen. Although this places some restriction on personal taste and style of music, there is much excellent worship music available to you. Our organist is prepared to help you in this regard.

The pastor/associate pastor will assist you in selecting appropriate biblical passages and prayers. The standard of Christian worship will always be our guide for the content of the service.

The church organist and ministerial staff stand ready to assist you in making your wedding a service of worship and dedication you will always remember. As you read the following guidelines, we hope you will sense our desire to serve the Lord and to assist you on this most important day in your lives.

**First Presbyterian Church  
Guidelines for Weddings  
January 2014**

**A. Procedures:**

1. All couples desiring to use the church facilities must meet with the pastor/associate pastor of the church before permission can be granted. Premarital counseling is required.
2. Non-members may reserve dates no more than six months prior to the wedding. Non-member brides and grooms must be members in good standing of a particular congregation. Non-members need to have an acquaintance at First Presbyterian Church who will vouch for them and cosign the application before permission will be granted to use the facilities.
3. **The pastor/associate pastor of First Presbyterian Church shall either officiate or assist at all weddings conducted on church premises. If the couple wishes another pastor to officiate or assist, this must be approved by the pastor of First Presbyterian Church. It is the responsibility of the pastor of First Presbyterian Church to determine the suitability of any other pastor, and then, upon approval of the session of the church, to extend an invitation for him/her to officiate or assist in the wedding.**
4. The organist for the First Presbyterian Church is usually available to play for weddings for a fee that ranges from \$150-\$250 depending on the services required. If our organist plays, he will insist on having a part in the selection of the music. We prefer our organist. If the wedding party wishes to bring in their organist, the music shall be submitted to and approved by the pastor.
5. Any substitute organist must be approved by the First Presbyterian Church organist and the session of the church.
6. All music and instruments must be approved by the pastor/associate pastor and organist of First Presbyterian Church.
7. The First Presbyterian Church pastor is the DIRECTOR of the wedding. In consultation with the couple, he/she is in charge of all matters pertaining to the rehearsal and wedding service.
8. A wedding is a worship service and not a social event, therefore the use of flash photography during any part of the wedding service is strictly forbidden! A processional and recessional photograph will be allowed at the rear of the church sanctuary. Available light photography and video pictures may be made during the service from the BALCONY ONLY, in a STATIONARY position.
9. No alcoholic beverages may be served or consumed in the church facilities.
10. The use of rice is not allowed. The use of birdseed is permitted outside the church building.
11. The symbols of the sacraments (i.e. communion table and baptismal font) may be moved within the frontal area of the sanctuary, remaining visible to the congregation at all times. They shall not be removed from the sanctuary.
12. The custodian will unlock any appropriate doors for the wedding party and then relock the doors afterward. The custodian will turn on appropriate lights, and take care of certain logistical necessities as directed by the pastor. The pastor of First Presbyterian Church will notify the custodian of pending weddings to coordinate activities associated therewith.
13. No weddings will be scheduled during the week of **Christmas**, or **Holy Week**.

**B. Fees for the USE of Church Facilities** (These fees pertain only to non-members)

1. A non-refundable fee of \$525 (includes clean up)
2. Use of Fellowship Hall \$250 (includes clean up)
3. Organist \$300 (depending on services required)
4. **Pastor – to officiate or assist \$400**

**\*\* All fees must be paid 14 days prior to wedding rehearsal \*\***

**C. Decorations For Weddings**

The church has several beautiful altar pieces that are available for use at your wedding. You are responsible for any damage to them. (They shall not be removed from the church. The pieces are as follows:

1. Two adjustable brass candelabra
2. Four single brass candlesticks
3. Two tall brass urns
4. One large brass compote
5. Two brass jardinières
6. Two low brass vases
7. Long stemmed candle lighter and snuffer

**No artificial flowers or greenery will be permitted in the pulpit area.** Silk flower arrangements are acceptable for bouquets carried by the bride and her bridesmaids or as boutonnieres.

The Bellwood Library is available for use by the bride and her party.

Rooms for changing are available for the groom and his party.

The florist shall consult with the pastor on final plans for decorations.

Carpeted steps are available for mounting the dais.

We have discussed the above wedding procedures and agree to their provisions.

For the Wedding Party \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Church Member \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Approved \_\_\_\_\_ Date \_\_\_\_\_

Pastor