

WEDDING GUIDELINES

WESLEY UNITED METHODIST CHURCH

826 Northwest 23rd Avenue

Gainesville, Florida 32609

352-372-2845



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826 Northwest 23rd Avenue
Gainesville, Florida 32609
Phone 352-372-2845
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The Reverend Lusby Burruss
Pastor

Dear Friends,

The Discipline, the official rule book of the United Methodist denomination, says this about planning a wedding:

“In planning to perform the rite of matrimony the Minister shall have unhurried premarital conferences with the parties to be married...concerning all phases of marital and parental life. It is strongly urged that these conferences be held as early as possible before the date of the wedding.”

These conferences are nothing to worry about. They are friendly, informal visits as we get to know each other and plan the kind of wedding you want. The counseling will include agreement of wedding arrangements.

No United Methodist minister is permitted to perform a wedding without premarital counseling.

These informal conversations are different with each couple, but there will be a minimum of four sessions. We believe your marriage is too important not to cover all the basics of a solid, committed marriage.

The highest compliment you can give a pastor is to ask him or her to perform your wedding ceremony. Thank you!

**GUIDELINES CONCERNING WEDDINGS
AT
WESLEY UNITED METHODIST CHURCH
GAINESVILLE, FLORIDA**

“No other human ties are more tender, no other vows more sacred than those you now assume.”
(From the Wedding Ritual)

We are pleased that you plan to use Wesley United Methodist Church for the consecration of one of the most important events of your life. The following guidelines are the official policy of our church and will indicate the proper steps to take as you plan your wedding.

1. Weddings are not social displays, but sacred and holy services of worship when held in the church. As such, the pastor is in charge at all times, not a caterer, florist, or consultant. All physical arrangements and ceremonies are subject to approval. The pastor, in an effort to make your wedding gracious and beautiful, will consult directly with the bride and groom on all matters concerning the wedding.
2. Telephone the church office (352-372-2845) for an appointment with the pastor. This should be done well in advance of the wedding date. In cases where one or both of the persons to be married have been divorced, the pastor and the couple are under special obligation to counsel thoughtfully well in advance of the desired wedding date. If you have any questions, by all means feel free to contact the pastor.
3. Make reservations on the church calendar for the rehearsal, wedding, and reception well in advance so that you will not be disappointed.
4. The pastor is happy to marry non-members.
5. Divorced people may be married in this church if the divorce has been final for at least one year. In all cases, the pastor has the freedom to decline to marry any couple who seems unprepared emotionally to enter into a marriage relationship.
6. No alcoholic beverages are permitted on the premises or during a wedding or a reception in Fellowship Hall. No person in the wedding party who comes with impaired judgment because of alcohol or drugs will be allowed to take part in the ceremony itself. The pastor is to make any decisions concerning this. Experience has shown that it is better to eliminate one in the party than to risk ruining the service from intoxication, passing out, sickness, etc., causing embarrassment to all. It is well to advise all members in the wedding party of this in advance. The pastor's judgment will be final.

7. No rice or confetti is to be thrown on the property. In addition to these being messy and extremely difficult to clean up, rice is hazardous to step on when on hard surfaces. Bird seed may be used as a substitute in outdoor locations only.
8. The marriage license must be brought to the rehearsal. Financial obligations for the wedding must also be taken care of at the rehearsal.
9. Arrangements for the music must be made directly with the church's Director of Music Mrs. Kay Frazier, who will provide advice concerning proper music for your wedding. The wedding ceremony is a worship service and therefore not all secular music is appropriate. Special permission must be granted for anyone other than the church's organist to provide the music. Special music selections shall be reviewed by the pastor and/or director of music if they are not explicitly Christian in nature.
10. **NO PHOTOGRAPHS MAY BE TAKEN DURING ANY PART OF THE WEDDING CEREMONY!** The ushers will remind anyone entering with a camera that pictures will be made after the ceremony and will request no photographs during the ceremony. They are distracting and take away from the dignity of the wedding. Professional photographers know and observe this. Time exposures are permitted from the Narthex as they involve no flash. There will be time given before or after the ceremony for the posing of pictures of the entire wedding party.
11. Video taping of the ceremony is permissible. However, no spotlights may be used and the location of the camera must be approved by the pastor.
12. It is advisable that flower girls and ring bearers be at least five years old. Younger children tend to disrupt the service.
13. Our Fellowship Hall is available for your wedding reception and/or rehearsal dinner. The church does not cater wedding receptions. If you choose to use our hall, you must make your own arrangements for the setting up and the cleaning up of the hall. The custodian will sweep, mop floors, and take out garbage. Everything else must be taken care of by the caterer or the wedding party.
14. None of the chancel furnishings are to be moved or removed without the permission of the pastor, and this would rarely be given. No hymnals or other items are to be removed from the pew racks. The narthex is not to be altered in any way.
15. No artificial platform or structure shall be used. The church is sufficiently designed and arranged for weddings.

16. Florists must prepare arrangements of flowers outside the church and arrange deliveries with the church office. The church will be open one and one-half hours before the service for delivery. The florist must deliver during this time. No one is available to receive earlier deliveries. Provisions for picking up decorations or equipment after the ceremony must be made with the pastor and/or church secretary before the service.
17. No nails, tacks, or screws are to be inserted into any part of the building or woodwork, and no carpentry work is allowed within the buildings. Anything fastened to woodwork in any way must be fastened with florist tape or covered wire that will not damage the woodwork or varnish. (If there is any question as to what can or cannot be attached, the florist must contact the pastor before proceeding.)
18. The paraments (cloths on the altar) are in keeping with the colors of the Christian Year. They will, however, be changed to white for the wedding.
19. We recommend the use of live music because it adds dimension to your wedding. Should you prefer recorded music the church's sound technician must be used. No one except the church's sound technician may control sound equipment.
20. Nothing shall be placed on the altar except the cross, altar candles, and unity candles. The design of the chancel provides for arrangements of flowers at a number of optional places. The only exception to this would be a small, appropriate garland around the base of the unity candelabra.
21. The church will provide, at no cost, two seven-tiered candelabra and aisle candles if you wish. These candles are spring-loaded tube candles which do not drip wax. If the florist provides candles they must be spring-loaded tube candles. No other candles are to be used in a wedding ceremony at Wesley United Methodist Church.
22. It is permissible for the flower girl to scatter artificial flower petals in the center aisle. We do not recommend the use of aisle runners, they tend to tear and often cause falls.
23. Smoking is not permitted in any of the church buildings, including rest rooms. Cigarette butts are to be properly disposed of not thrown on the ground.
24. Florist and bride and groom are responsible for any property damage or cleaning expense incurred due to failure to comply with these guidelines.
25. The church reserves the right to add other guidelines and responsibilities in the future. The pastor's judgment will be final in all matters not covered by these guidelines.

There is a \$50.00 per building deposit that will be refunded after buildings are inspected by a representative of Wesley United Methodist Church.

<u>WEDDING FEES:</u>	<u>Members</u>	<u>Allotted Time</u>	<u>Non-Members</u>
Sanctuary:			
Ceremony	No set fee	3 hours	\$200.00
Rehearsal	No set fee	1-1 1/2 hours	
Fellowship Hall:			
Reception	No set fee	3 hours	\$100.00
Rehearsal Dinner	No set fee	3 hours	\$ 50.00
Custodian:			
Sanctuary			\$ 35.00*
Fellowship Hall			\$ 35.00*
Reception			\$ 35.00*
Rehearsal Dinner			\$ 35.00*
Minister			\$125.00*
Organist			\$100.00*
Church Soloist			\$ 50.00*
Sound Technician			\$ 75.00*

*** Checks for the minister, organist, soloist, sound technician and custodian are to be made payable directly to the individual. Please check with the church secretary for their names.**

All other checks may be made out to Wesley United Methodist Church (WUMC).

**FLORIST'S AGREEMENT
WESLEY UNITED METHODIST CHURCH**

Any florist serving a wedding which will take place in the Sanctuary of Wesley United Methodist Church must sign and return this form stipulating that the florist is aware of all guidelines affecting the services which florist provides. Failure to sign this agreement will mean that a florist will not be allowed to serve a wedding in our Sanctuary. This agreement must be signed and returned as soon as possible before the wedding service.

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2. None of the chancel furnishings are to be moved or removed without the permission of the pastor, and this would rarely be given. No hymnals or other items are to be removed from the pew racks. The narthex is not to be altered in any way.
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5. No nails, tacks, or screws are to be inserted into any part of the building or woodwork, and no carpentry work is allowed within the buildings. Anything fastened to woodwork in any way must be fastened with florist tape or covered wire that will not damage the woodwork or varnish. (If there is any question as to what can or cannot be attached, the florist must contact the pastor before the wedding.)
6. The paraments (cloths on the altar) are in keeping with the colors of the Christian Year. They will, however, be changed to white for the wedding.
7. If the wedding couple has a unity candle as part of their ceremony, they must provide their own candle set. The church will provide, at no cost, the unity candle holder.

8. Nothing shall be placed on the altar except the cross, altar candles, and unity candles. The design of the chancel provides for arrangements of flowers at a number of optional places. The only exception to this would be a small, appropriate garland around the base of the unity candelabra.
9. The church will provide, at no cost, two seven-tiered candelabra and aisle candles if the bride wishes. These candles are spring-loaded tube candles, which do not drip wax. If the florist provides candles they must be spring-loaded tube candles. No other candles are to be used in a wedding ceremony at Wesley United Methodist Church.
10. It is permissible for the flower girl to scatter artificial flower petals in the center aisle. We do not recommend the use of aisle runners, they tend to tear and often cause falls.
12. **Florists are responsible for any property damage or cleaning expense incurred due to failure to comply with these guidelines.**
13. The church reserves the right to add other guidelines and responsibilities in the future. The pastor's judgment will be final in all matters not covered by these guidelines.

Florist's Signature: _____

Date: _____