

WELCOME

Dear Friends,

I would first like to congratulate you on your upcoming wedding. The love you share with each other is a gift from God and you have chosen to express that gift of love through the covenant of marriage. We are blessed that you have chosen First United Methodist Church as the place in which you will share your sacred vows of love and faithfulness with each other and with God.

The marriage ceremony is a celebration of your life together and a celebration of the families and friends that come together to support and encourage you along your journey. It is also a sacred time in which you, the couple, recognize the gift of God's love and the presence of Jesus Christ in your marriage. Because you have chosen the church as the place to hold your marriage ceremony, you are declaring your commitment to God in marriage and how His presence brings the two of you together to become One.

In order to assist you in preparing for your wedding and your marriage, we require that you meet with the pastor in charge of your wedding at least three times. Typically, the first time is a chance for the pastor to get to know you and a chance for you to get to know the pastor. The second meeting is much more in-depth (approximately 2 – 2 1/2 hours), as you will enter into a confidential relationship with the pastor to discuss common marital issues, the spiritual nature of the vows you will be making, and a time to plan the wedding ceremony with the pastor. The third meeting is a chance to meet one more time before the wedding day. This meeting usually takes place about two weeks prior to the BIG DAY!

If you would like to have another pastor officiate your wedding ceremony, this has to be approved by the Lead Pastor of First United Methodist Church. We will need to know the pastor's clergy credentials. The Lead Pastor may request that he or the Associate Pastor be a part of the wedding ceremony and has final say as to how the ceremony is formed.

With that said, we believe that each wedding is a unique expression of the couple, their love for each other, and their faith in God through Jesus Christ. We will work with you on making sure that your wedding is unique to you and is not a "cookie cutter" ceremony. We also desperately want your wedding day to be a day of celebration and a full expression of your commitment to each other and to God.

If you have any questions, do not hesitate to contact us at 719-275-0681.

May God bless you as you prepare for your special day!

Pastor Don Bird
Lead Pastor

FIRST UNITED METHODIST CHURCH
801 MAIN ST.
CANON CITY, COLORADO 81212
719-275-0681

WEDDING DATE _____
TIME: _____
REHEARSAL TIME: _____

WEDDING INFORMATION:

Bride's name _____
Address _____ Phone # _____
Email _____

Name of nearest relative or friend _____
Address _____ Phone # _____

Groom's name _____
Address _____ Phone # _____
Email _____

Name of nearest relative or friend _____
Address _____ Phone # _____

of guests expected to attend your wedding _____

WEDDING PARTY:

Maid of Honor _____

Best Man _____

Bridesmaids _____

Groomsmen _____

Person giving the bride away _____

PARENTS PRESENT:

Bride's Father _____

Mother _____

Groom's Father _____

Mother _____

Other Relatives attending _____

Soloist/Other music _____

Readers _____

NAME OF GROOM _____

NAME OF BRIDE _____

WEDDING DATE AND TIME _____

Rehearsal date and time _____

FEE SCHEDULE FOR WEDDINGS----

	MEMBERS	NON-MEMBERS
BUILDING:		
Sanctuary (3 1/2 hours)	\$ -0- _____	\$200 _____
Each additional 1/2 hour		\$ 25 _____
Chapel (holds no more than 45)	\$ -0- _____	\$ 75 _____
Fellowship Hall	\$ -0- _____	\$ 50 _____

CUSTODIAN:

Wedding (for 3 1/2 hours)	\$100 _____	\$100 _____
Each additional 1/2 hour	\$25 _____	\$25 _____
Wedding with a reception	\$150 _____	\$150 _____
Each additional 1/2 hour	\$25 _____	\$25 _____
Extra cleanup fee	\$25 _____	\$25 _____

ORGANIST/PIANIST

Wedding with rehearsal	\$65 _____	\$75 _____
Wedding without rehearsal	\$50 _____	\$65 _____

SOUND SYSTEM

\$50 _____ \$50 _____

MINISTER

Counseling sessions, rehearsal & wedding	\$100 _____	\$150 _____
Wedding at other location	\$100 _____	\$150 _____
(+ driving expense and accommodations ...if necessary)		

TOTAL EXPENSES:

Less deposit received on _____ \$ _____
Remainder due by _____

First United Methodist Church Wedding Policies

Scheduling Your Wedding

- A deposit of \$100 is required to confirm your wedding date on our calendar. The balance of all wedding fees is due no later than one week before the wedding.
- All wedding forms within this packet must be turned in with the \$100 deposit to insure proper filing and preparation for your wedding day.
- Wedding ceremonies must start between the hours of 10:00 a.m. and 4:00 p.m. to insure proper clean-up time for Sunday morning worship services.
- The church will be open for a total of 3 ½ hours. This will be ample time for pictures (before and after) and the ceremony itself. If guests or the wedding party remain in the church after the allotted time, \$25 will be charged for the use of the church (non-members only) and another \$25 for the custodian (member and non-member) for each additional ½ hour of extended stay.

Church Facilities

- The use of illegal drugs and alcoholic beverages are not permitted on church property and the use of tobacco is not permitted in the church facilities at any time. First UMC reserves the right to ask individuals to leave the church property, postpone the wedding, or cancel the wedding if the wedding party and its guests do not adhere to this policy.
- We ask that only silk flower petals be thrown in the aisles. Please **no real flower petals**. Thank you.
- We ask that during the couple's send off, the wedding party and guests use BUBBLES or BALLOONS outside the church. Due to the difficulty of clean-up and the risk of accidents on our walkways, we ask that you do not use rice or birdseed.
- Local fire code requires that candles be enclosed in metal tubes. First UMC has candelabras that meet fire code requirements that you can use. Unity Candle or single tapers are to be on a plate or holder so melted wax does not spill and damage the Communion table.
- First UMC is not responsible for lost or stolen items. If you need something locked in a secure place during the wedding ceremony, please make arrangements with the custodian on duty.
- Two rooms will be assigned to the wedding party with access to restrooms. You may remain in these rooms until the wedding starts or pictures are taken.

Minister

- One of our ministers must participate in the wedding ceremony, unless other arrangements have been made with the Lead Pastor's approval. For other clergy officiating the wedding, First UMC must have the pastor's clergy credentials on file. It is up to the couple to get in touch with their pastor and get a copy of the credentials to First UMC. The Lead Pastor reserves the right to have the final say over the wedding ceremony and may ask to be involved in said ceremony.
- 3 counseling sessions with the pastor in charge are required. If another pastor is officiating the wedding, First UMC asks for a letter from the guest pastor stating that wedding counseling was provided for the couple, how long the session(s) lasted, and

what general topics were covered. Confidential information will not be requested and should not be revealed.

Organ/Music

- If you are in need of an organist, First UMC has an organist that will be happy to provide the music for your wedding. If our organist is not available, First UMC will find a replacement. If the couple has an organist they would like to play, the organist must be approved by First UMC's organist.
- If you are using cd music or tape music, the music must be approved by the pastor in charge. Please have the cds marked with song number needed and have the tapes properly cued.
- If there will be a soloist, the soloist must attend the rehearsal to insure proper set-up and sound check of the microphone and mix of the music.
- Due to the complexity of our sound system, a trained sound person, approved by First UMC, must be at the sound board at all times during the wedding ceremony.

Photographers and Pictures

- Photographers are welcome to be at the church during the allotted hours that the wedding party and guests are here.
- Photographers are allowed to use flash photography during the processional and the recessional, but are asked to **refrain from flash photography during the wedding ceremony**.
- Photographers must not move around during the wedding ceremony. We ask that they remain in one place or limit their movement to the back of the sanctuary so as not to be a distraction for wedding guests and the wedding party.
- The bride and groom are responsible for communicating these policies to their photographer and also communicating to the wedding guests to refrain from flash photography during the wedding ceremony.

Receptions

- If you will be having your wedding reception in our Fellowship Hall, our United Methodist Women will be present to help you in the use of our facility. They will also be present to assist you in any way possible.
- Receptions cannot go longer than 9:00 p.m. An additional \$25 for each additional ½ hour will be charged.

I have read the Wedding Handbook of First United Methodist Church and agree to all of the terms and financial responsibilities written therein.

Signature

Date