

Wedding Information

Faith United Methodist Church



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Planning Your Wedding at Faith United Methodist Church

Champaign, Illinois

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Congratulations on Your Decision to Be Married!

On behalf of the church family here at Faith United Methodist Church, Champaign, we rejoice with you as you prepare for the celebration of your wedding. Our goal is to provide the pastoral care and service that will best express the sacredness and joy that characterize Christian worship, especially the service of Christian marriage.

This booklet is intended to give you the information necessary to make this occasion a meaningful one and assure that your wedding runs smoothly.

We look forward to meeting with you both and assisting in making this a meaningful celebration.

Yours in Christ,

The Pastoral Team

Faith United Methodist Church

A Wedding Prayer

O God, who out of all the world has let us find one another and learn together the meaning of love, let us never fail to hold love precious. Let the flame of it never flicker or grow dim, but burn in our hearts as an unwavering devotion and shine through our eyes in gentleness and understanding on which no shadow falls. As the road of life we walk together lengthens, forbid that the dust of it should ever drift into our souls. Help us to have the sense to climb high places of memory and of imagination, so that we may recall the beauty that lies behind us and believe in the beauty that lies before. Make us sure that romance does not depend on time or place, but that daily it may be renewed in the awareness of those larger possibilities in one another that love itself creates.

Teach us to remember the little courtesies, to be swift to speak the grateful and the happy word, to believe in each other's best, and to face all life bravely because we face it with united hearts. So may whatever spot of earth you give us to dwell in be as a garden in which all sweet and lovely things may grow; through Jesus Christ our Lord.

Amen

Why a Church Wedding?

"...we gather together in the sight of God to witness and to bless the joining together of ... and ... in Christian marriage. The covenant of marriage was established by God, who created us male and female for each other. With his presence and power, Jesus graced a wedding at Cana of Galilee and in his sacrificial love gave us the example for the love of husband and wife..." (From the United Methodist Book of Worship)

Thus, the wedding service begins with the reminder that we are engaging in an act of worship at which time we make certain important commitments not only to each other but to God. Though the marriage service is unlike the service of worship on Sunday morning, there are many similar elements. The central act of commitment contains the elements of offertory and thanksgiving. The prayers of praise, petition, intercession, and dedication bring a completeness to the service that is characteristic of all services of Christian worship. Any suggestions that will enhance your wedding as a service of worship will be welcomed.

Therefore, when two people have made a Christian commitment and desire that their new home shall be a Christian home, it is only natural that they would want their wedding to take place in the church and their marriage to be blessed by God.

Begin Your Planning Early

Even an informal wedding takes time to plan. Please begin early in order to assure your fullest enjoyment of the day itself. All telephone numbers are listed on the last page of this booklet.

1. Read this booklet.
2. Set a tentative date with the church office.
3. Complete the wedding information form and return it to the church office at the earliest possible time.
4. Schedule an appointment with the pastor who will preside at your wedding.
5. Contact the organist to confirm availability and your music selections.
6. Contact a florist and photographer.
7. Prepare for and attend premarital counseling with the Pastor.

Scheduling Your Wedding

Prior to scheduling any dates for your wedding, we request that you consult with the pastor you wish to officiate at your service. Once the pastor's schedule and the church availability have been determined, you may *tentatively* schedule your wedding and rehearsal with the church office. These are tentative arrangements, and are not considered final until you have returned our completed wedding information sheet. The wedding information sheet should be returned as soon as possible, as it reserves the church for you and helps with the final arrangements.

In any event, all requests for a wedding service are to be discussed with the officiating pastor prior to scheduling.

Guest Pastors

A Faith United Methodist Pastor is in charge of the rehearsal and the ceremony. Should you desire another United Methodist Pastor to assist and/or participate in the service, we would be happy to invite the pastor. As a matter of professional ethics and courtesy, the invitation to participate in the service **MUST come from the pastor of Faith United Methodist Church, not from the bride and groom.**

How Much Time Do We Need on Our Wedding Day?

As soon as possible, in consultation with the office staff and pastor, you need to set a tentative date and time for both your wedding and rehearsal.

We will schedule your wedding for a **four hour time period:** two hours prior to the scheduled wedding time to two hours after the scheduled wedding time. For example: If your wedding is scheduled to begin at 2:00 PM, the church facilities will be available to you from noon to 4:00 PM. Any additional time needed must be scheduled well in advance and may be subject to additional fees.

When May We Schedule Our Wedding?

While we seek to accommodate your requests, our experience has demonstrated to us that the following days pose particularly difficult scheduling problems for church ministries and programs, families, guests, and staff:

- ◇ Sundays
- ◇ Wednesday evenings
- ◇ Thursday evenings
- ◇ Ash Wednesday
- ◇ Holy Week (Palm Sunday through Easter)
- ◇ Memorial Day
- ◇ July 4th
- ◇ Labor Day
- ◇ Thanksgiving Day
- ◇ All of December through New Year's Day

The church is generally not available for weddings at these times, except in extremely unusual circumstances.

Premarital Counseling With the Pastor

You must meet with the officiating pastor at the earliest possible time to make arrangements and allow for premarital counseling appointments.

This is important for several reasons:

- ◇ It will give you an opportunity to get to know the pastor.
- ◇ It will enable you to discuss the following areas that will deepen and strengthen your marriage: Christian marriage as a means of personal and spiritual growth, communication, conflict resolution, family of origin, financial management, children and parenting, marriage expectations, role relationships, leisure activities, exploring couple strengths, and growth areas. These discussions often take place over several appointments.
- ◇ Finally, meeting with the pastor will enable you to talk about the details of the service itself, and to review church wedding policies.

Please call the pastor at (217) 359-3631 so you can meet three to six months before the wedding.

Available Facilities

- ◇ North Sanctuary (seating capacity of 420)
- ◇ Bride's Dressing Rooms (Rooms 11 & 12)
- ◇ Groom's Dressing Room (Room 2)

These are the most asked for facilities. We also have a smaller sanctuary and our larger Worship and Life Center.

Faith United Methodist Church is a **non-smoking facility**. Additionally, **no alcohol** may be brought onto the property.

The Sanctuary

You may want to know that there are 36 pews in the sanctuary and the church aisle is approximately 70 feet long. The pews, altar table, baptismal font, and seasonal paraments (banners and decorations) may not be moved. If you plan for a flower girl to throw petals, you must secure an aisle cloth from your florist. Sweet-smelling petals stain the carpeting.

Decorations and Floral Arrangements

Arrangements for floral decorations should be made with the florist of your choice. Most local florists will be able to suggest various decorations for your consideration.

Please note several key points:

The custodian is usually here at least one hour prior to your scheduled time. Flowers may be brought to the church during that time.

- ◇ It is not permissible to use tape, wire, nails, or tacks on any woodwork or brass. Narrow satin ribbon or elastic works best for attaching floral arrangements to pews or candelabra.
- ◇ Furniture/furnishings and seasonal decorations are not to be removed without the consent of the officiating pastor.

Photography

Pictures are important to families as years pass and memories are recalled. Pictures may be taken either before or after the ceremony in the bride's dressing room, the groom's dressing room, in the halls, and in the sanctuary.

No flash photography is permitted during the actual worship service. Please ask family and guests to honor the wedding as a worship service. Photographers must remain in the back half of the Sanctuary during the service.

The professional photographer should contact the pastor prior to the ceremony to review our guidelines.

All guidelines apply to both still and video photography. Special guidelines for video photography appear in the following section.

Video Photography

It is permissible for you to video-tape your wedding, providing you observe the following conditions.

The camera must be on a tripod in the rear of the Sanctuary or in the side aisles and remain stationary throughout the ceremony.

The video photographer must arrive and have all equipment in place 30 minutes before the service, dress appropriately, and remain stationary and as unobtrusive as possible throughout the service.

Glitter, Rice, Birdseed, Confetti, etc.

We rejoice with you. We, too, want this day to be festive, but we ask that you not use rice, confetti, birdseed, tissue flowers, balloons, glitter, or other objects either inside or outside the church. Please advise your family, wedding party, and guests of this requirement. Bubbles are acceptable.

Candles and Candelabra

Generally candelabra may be rented from a florist or supply company. Dripless or tube candles should be used. Dramatic drafts often occur in our sanctuary during heating and cooling, and regular candles may blow out or burn down rapidly and unevenly.

The Wedding Service

The wedding is a service of Christian worship in which the wedding vows are made in the context of worship, prayer, and thanksgiving. A typical wedding service includes:

- ◇ Processional music
- ◇ A welcome
- ◇ Words from the minister about the meaning and joy of marriage
- ◇ Declaration of intention
- ◇ Expressions of family support
- ◇ Scripture readings/other readings
- ◇ Solos
- ◇ Exchange of wedding vows
- ◇ Blessing and exchange of rings
- ◇ Symbol of unity
- ◇ Declaration of marriage
- ◇ Blessing of the marriage
- ◇ Benediction

This is a basic outline, and each couple will review their own ceremony with the officiating pastor.

Music

Since a wedding is a Christian worship service, the music, whether instrumental or vocal, should have a religious significance. There are literally thousands of appropriate pieces of music, far too many to list. The pastor shall have the discretion to approve your selections for inclusion in the service. Please get copies of your music choices to the pastor at your earliest convenience.

Our organist, is available on request. They will be happy to assist you in the selection of your music.

Should you desire to invite an additional artist, you must secure **advance** approval. Is required.

The Day Approaches

The following details are typical for most weddings. They may be modified for your service in consultation with the pastor.

THE REHEARSAL

You will have set a date early in your plans for the wedding rehearsal. The rehearsal usually takes place the day before the wedding. If there is to be a rehearsal dinner, plan the rehearsal to come before the dinner. If you wish to invite the pastor or organist and their spouses to your rehearsal dinner, please extend the invitation at an early date.

All participants, including ushers and parents, should be present for the rehearsal.

Rehearsals usually take about forty-five minutes to complete, if all members of the party are present at the designated time. It is important that all members be on time — several events may be scheduled in the sanctuary on a given evening.

THE WEDDING

If the bride and her party are to dress at the church they should arrive at least one hour before the service—earlier if pictures are being taken before the service.

Schedule

Under the direction of the pastor the following schedule is usually followed:

- ◇ Ushers are in place ½ hour before the service.
- ◇ Parents and those to be specially seated should be in the entrance ten minutes prior to the service.
- ◇ Ushers seat guests as they arrive.
- ◇ Altar candles are lit.
- ◇ Groom's parents seated.
- ◇ Bride's mother seated. (No guest shall be ushered forward after mother has been seated. Those arriving late will be seated in the rear of the sanctuary.)
- ◇ If an aisle runner is to be used, two ushers will unroll it after the parents are seated.
- ◇ Special music is played or sung at this time.
- ◇ Wedding processional begins.

The Importance of the Ushers

The ushers fill an important role on the wedding day. They must see that all details are cared for and that the wedding proceeds on schedule. Following is a check list that the ushers may find helpful:

- ◇ Arrive one hour before the service.
- ◇ Perform preliminary duties (check with the pastor).
- ◇ Music begins 20 minutes before the service.
- ◇ Light candles.
- ◇ Seat guests.
 - Seat any close relatives.
 - Seat groom's parents.
 - Seat bride's mother.
- ◇ If an aisle runner will be used, ushers unroll it.
- ◇ Wedding processional begins

After wedding:

- ◇ Usher escorts bride's mother. Father follows.
- ◇ Usher escorts groom's mother. Father follows.
- ◇ Guests leave as ushers indicate, one pew at a time.
- ◇ Candles are extinguished after pictures have been taken.

Fees for Wedding

We require that all fees be paid **no later than one week prior to the scheduled wedding rehearsal date**. Please give your payments to the church office staff or pastor. Checks should be made payable as listed below.

Schedule of Wedding Charges

\$525.00 (FUMC Member) _____

\$50 non-refundable deposit required the day of booking,
payable to Faith UMC

Due no later than one week before the wedding:

\$225 payable to the Officiating Pastor

\$150 payable to *Organist/Pianist* for music services*

\$100 payable to *Brad Meredith*, for custodial services

\$825.00 (Non- Member) _____

\$200 non-refundable deposit required the day of booking,
payable to Faith UMC

Due no later than one week before the wedding:

\$225 payable to the Officiating Pastor

\$150 payable to *Organist/Pianist* for music services

\$100 payable to *Brad Meredith*, for custodial services

\$150 payable to *Faith UMC*

Important Phone Numbers

Church Office.....217-359-3631/217-398-7826 (fax)

**Ask if an Organist/Pianist is available if one is needed*

Fee for a Faith Pastor to be in attendance when an guest Pastor officiates the wedding—\$100.00

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