

# **HELPFUL INFORMATION ABOUT WEDDING SERVICES @ LELAND COMMUNITY UNITED METHODIST CHURCH**

## **THE MEANING OF A CHURCH WEDDING**

We believe that human beings are created for community. It is in relationship with others that we discover our humanity and grow in our ability to love, forgive, and trust. When two people make a loving, mutual, and intentional commitment to each other, they are expressing their God-given nature in a special, life-giving way. We believe that it is appropriate for a couple to exchange their vows in a place of worship, before a Pastor and in the presence of family and friends. Making your promises in this context reflects your recognition of God's love for you and your need for God's grace in your lives. In the rite of marriage we ask for God's continuing presence with us and in our relationships. We also ask for the prayers, support, and encouragement of the congregation. Your wedding will mean more to you, your families, and friends when careful consideration is given to the sacred aspects of this holy occasion. Leland Community United Methodist Church will guide and assist you in making your wedding a truly special and meaningful occasion in your lives.

## **SCHEDULING YOUR WEDDING**

Weddings are part of the public ministry of the congregation. For this reason we ask those who wish to celebrate a wedding at Leland Community United Methodist Church to meet with the Pastor well in advance of the requested date to receive counseling and help with planning.

A wedding is best scheduled **a minimum of six months** in advance so that it can be coordinated with other activities and that there will be adequate time for the couples' counseling.

Couples requesting marriage at Leland Community United Methodist Church should:

1. Obviously be of legal age and not currently married to another person.
2. Be part of a worshipping community of faith. In the ceremony, God is asked to bless the relationship, and the community is requested to be witnesses and to support the couple. Such vows are empty if they are not lived out in the faith community. Being involved in a worshipping community is important for the blessing support of the couple. It is not necessary that Leland Community United Methodist Church be that worshipping community of faith.
3. Undergo pre-marital counseling. Such counseling is an important step in awareness and intentional work on the relationship. It also helps the couple to be comfortable with outside (church) assistance in their relationship – assistance which may be invaluable in times of stress or division. The tool used at Leland Community United Methodist Church for couples' counseling is "Prepare/Enrich," which makes use of

computer-tabulated reports to provide information for counseling sessions.

If the couple would prefer pre-marriage counseling from another source, they should discuss this request with the Pastor **before** making outside arrangements.

### ***WHO WILL PERFORM THE WEDDING CEREMONY?***

The Pastor of Leland Community United Methodist Church will officiate at all weddings. If another clergy member is desired to conduct the ceremony, please provide that person's name and telephone number, as she/he is able to participate by Leland Community United Methodist Church's Pastor explicit invitation only.

### ***OTHER IMPORTANT MATTERS TO CONSIDER***

- You have already contacted the church office and learned that the desired date and time are available to you. (6:00 p.m. is the latest time you may schedule a wedding.) To reserve this date, we require a 50% deposit of the total fees (see enclosed fee schedule). The remaining balance is due one month prior to your wedding day.
- You have filled out the enclosed wedding application/registration form and return it with your deposit check (made out to Leland CUMC) to the church office.  
**Please note:** If you decide **not** to pursue having your wedding at Leland Community United Methodist Church, please call the church office (231-256-9161) and cancel your reserved date as soon as possible so other interested couples may reserve that date. The deposit is fully refundable up to one month prior to the wedding date.
- After reading this booklet, arrange an appointment with Pastor Daniel Hofmann so you can get acquainted and determine whether or not Leland CUMC is the church for your wedding. He will help you determine the exact time of your wedding and rehearsal. You also will begin the early phase of wedding planning.
- Pre-organize your ceremony. Think it through. Is there anything out-of-the-ordinary you desire? Do you want to write your own vows or use the standard vows? Write down your decisions ahead of time.
- When you have your meeting with the Pastor, bring your ideas with you. At this time, you will review the details of the rehearsal and the wedding ceremony.
- You will meet with the Pastor to complete the pre-marriage inventory which will help you better prepare for a lifelong commitment.
- Enjoy a wonderful, well-organized wedding!

## **THE PASTOR**

The Pastor is a key person in your wedding plans. The Pastor's experience is a major resource for you as you plan your wedding and lay the foundation for a meaningful and enduring marriage. The Pastor has the responsibility to make final decisions about your wedding arrangements.

### ***PREPARING FOR YOUR MARRIAGE, NOT JUST THE WEDDING***

When you meet with the Pastor at the first appointment, he will explain the *Prepare/Enrich* program. It is a helpful resource that will enable the couple to examine marriage expectations, communication, parenting, spiritual beliefs, etc. The couple will fill out a pre-marriage inventory, most often done online. It will be sent out and computed into graphs to enable the couple and the Pastor to look at the couple's relationship. This is not a test, but rather an attempt to help the couple understand each other better.

The inventory fee (\$70) is to be paid at the time the couple meets with the Pastor. This fee is in addition to the Pastor's regular service fee.

## **THE WEDDING SERVICE**

The wedding is a worship service. It is a beautiful moment in your lives when you stand in the presence of God and make your most solemn vows to one another. For this reason, the service must be carefully planned to prevent anything from detracting from the Christian emphasis to be placed on the service.

The couple makes specific decisions about the wedding service with the Pastor, but here are some general statements about the ceremony planning:

- The rehearsal and wedding will begin at the appointed time, and you must conclude all wedding-related activities and leave the church property at the end of your scheduled time as another church activity may be scheduled.
- Unless other arrangements have been made with the Pastor, the traditional United Methodist Service for Marriage will be used. Sometimes couples want to have a part in writing their own vows or much of the service, which is welcomed by the Pastor. However, the service must be approved by the Pastor and must be both dignified and distinctively Christian. The Pastor will help you if you want to write your own vows or service, but the Pastor reserves the right to give final approval.
- Our sanctuary can accommodate 225 persons.

## **THE REHEARSAL**

A rehearsal is required unless it is a very small wedding. The rehearsal will take about one hour. The best time for the rehearsal is the night before the wedding. If you are planning a rehearsal dinner, it should follow the rehearsal so that you won't feel rushed through the meal.

The rehearsal is not the time to discuss the ceremony. Most of the decisions will have already been made between the bride and groom with the Pastor.

**The required and official marriage license is due at the time of the rehearsal.** This license is obtained from the County Clerk's office where you reside.

### ***OTHER HELP YOU MIGHT NEED***

Leland Community UMC makes us of a wedding hostess who will help make your wedding day a very special occasion. You will also need the help of several relatives and friends. First, you will want to choose a wedding party. You need a minimum of a best man and a maid or matron of honor. If you choose to have others stand up with you, it is fine, but the wedding party should not be larger than ten persons, including the bride and groom.

If there are children among your family or friends, you may want a ring bearer or flower girl. This can be a beautiful part of the ceremony, and this decision is up to you. Only one word of caution; small children are unpredictable, and the wedding day always brings stress that is hard on small children. If you think that this might upset anyone in the wedding, caution is advisable.

You will need at least two ushers. One of the ushers should be familiar with the groom's family and the other with the bride's family. The ushers must be at the rehearsal to learn their responsibilities.

You will probably have a guest book in the lobby of the church. Please have someone attend the guest book and see that everyone signs.

If you are having your reception at the church, you will find that some people will bring their gifts with them before the wedding. You should have a person available to "run" the gifts to the Hall so that they will be out of the way. At the reception you may choose to open the gifts yourself, or have someone else open them for you. In either case, you should have a responsible person to make a list of who gave what so that you will be able to send thank you cards.

### ***THE RECEPTION***

If you plan a reception in the Church Fellowship Hall following the wedding, this must be scheduled through the church office when the wedding date is confirmed. Receptions can only last until 10:00 p.m. The office can tell you the specific rules about the kitchen use. Please leave the kitchen clean. It is essential that you contact the office one week prior to your wedding to provide them with a diagram of the table arrangement for the custodians.

It is up to you to provide whatever food you wish at the reception. It is customary to offer cake, ice cream, nuts, mints, candies, and such. Help people understand that alcoholic beverages and smoking are not allowed anywhere on the church premises. You will need two or three persons to serve the guests at the reception.

### ***MUSIC FOR YOUR WEDDING***

Usually it is desired that there be music at the wedding. Because a wedding in the Church is a worship service, the music must be appropriate. Sometimes there is strong sentiment to have a certain secular popular tune played or sung at the wedding because it is special to the couple in courtship. It may be advisable to use

such music during your reception rather than the wedding service. If you have any questions concerning the appropriateness of the music, the Director of Music & Worship of the Leland CUMC, Ms. Margaret Bell, is available for consultation and will have final determination as to whether or not the selections are appropriate.

Also, if you want an organist or pianist or other musician(s) for your wedding ceremony, our Director of Music & Worship can assist you in securing the services of such musician(s). If you would like to obtain your own organist or pianist, please clear such a request with Ms. Bell beforehand.

If you desire a soloist for your wedding, it is up to you to make these arrangements. If you are using a soloist, let Ms. Bell know who it is and what he or she will be singing. The Director of Music & Worship can also provide names of qualified soloists, if desired.

All persons providing special music should attend the wedding rehearsal if at all possible to ensure that everything will work out smoothly when the big day arrives.

### ***MUSIC POLICY***

The basic music services cover the following:

1. One or two consultation(s), initiated by the wedding party, with the Director of Music & Worship at least one month prior to the wedding in person or by phone.
2. One rehearsal with a soloist or other special music people.
3. Playing instrumental music for the wedding, including at least 15 minutes of prelude and 15 minutes of postlude music.

***PLEASE DO NOT MOVE THE SOUND EQUIPMENT AND/OR INSTRUMENTS WITHOUT EXPLICIT PERMISSION FROM THE DIRECTOR OF MUSIC & WORSHIP.***

### ***PHOTOGRAPHY AND VIDEO***

You will probably want to engage a professional photographer for your wedding. It is advisable to discuss with the photographer what pictures you want.

Of course, there must be no flash pictures during the wedding since the flash would disrupt the service and distract from the spirit of the worship.

Professionals will already know this, but it will be the responsibility of the ushers to advise wedding guests with cameras. The photographer should seek guidance from the Pastor regarding wedding picture policy.

The wedding in the Sanctuary is a worship service. We are honoring God and we are seeking God's blessing on the marriage. Everything possible should be done to help all persons attending, to focus on God and the service of worship.

Videotaping of the marriage service usually detracts from the worship atmosphere when it is not well planned. The desire to create the best possible video recording often tempts people to seriously compromise the sacred beauty and the religious nature of the marriage worship service. In order to protect the carefully prepared worship atmosphere and promote proper worship, we do not permit a video camera operator in the chancel area during the wedding service. Video camera personnel

are not allowed to roam or move around during the wedding. This detracts from the beauty of the wedding. A video operator can tape the service from the balcony at all times during the service.

### ***FLOWERS, CANDLES AND DECORATIONS***

If you want to use flowers in the church you should consult with a florist. You may want to buy flowers for the wedding party, the parents, for grandparents, and perhaps others. Do not buy flowers for the Pastor or the church musician(s). You should choose flowers which will tastefully go with the colors in the Sanctuary and will not detract from its beauty. The florist may deliver flowers during regular business hours. It is up to you to make sure the right people are wearing the flowers.

The church has a kneeling bench available so you don't have to rent one from the florist. You may use an aisle runner but we don't recommend its use. It is expected that the family will remove all decorations and materials from the church, including flowers.

***Please note: Absolutely no church furnishings/furniture is to be moved or removed without prior permission by the Pastor of Leland CUMC. Furthermore, no decorations and flowers are permitted on the piano or organ.***

### ***BIRDSEED, RICE AND BALLOONS***

Birdseed is "weed" seed and creates problems in our lawn and flowerbeds. Rice swells when eaten by birds and can be fatal. Balloons threaten wild life and the environment. Therefore, we do not allow the use of any of these items. Other items may be considered for approval.

**TRADITIONAL ORDER OF SERVICE  
FOR A WEDDING CEREMONY**

PRE-SERVICE GATHERING  
Wedding Guests are being seated

PROCESSIONAL  
Bridesmaids  
Bridal Processional

WELCOME

DECLARATION OF INTENT BY BRIDE AND GROOM

RESPONSE OF FAMILY AND FRIENDS

PRAYER

SCRIPTURE READING

WEDDING MEDITATION

EXCHANGE OF WEDDING VOWS

BLESSING AND EXCHANGE OF RINGS

DECLARATION AND BLESSING OF THE MARRIAGE

RECESSIONAL  
Husband & Wife  
Best Man & Maid of Honor  
Groomsmen & Bridesmaids  
Ring Bearer & Flower Girl  
Pastor

### **WEDDING FEES AND ADDITIONAL INFORMATION**

The Director of Music & Worship of the Leland CUMC is available to you in helping you find appropriate music selections and secure the services of an organist or pianist for your wedding ceremony. Please understand that the fee for an organist or pianist or music ensemble will be assessed by the musician(s) and is in addition to the fees listed below.

The fee for the Pre-Marital Counseling Materials conducted by Pastor Hofmann is \$70.00.

#### **Full service wedding for LCUMC members**

1. Music Consultation	\$200.00
2. Custodial Service	\$200.00
3. Officiating Pastor	\$400.00
4. Wedding Host	\$200.00
5. Use of Sanctuary	<u>No Charge</u>

**Total:        \$1,000.00**

#### **Full service wedding – Non-members**

1. Music Consultation	\$200.00
2. Custodial Service	\$200.00
3. Officiating Pastor	\$400.00
4. Wedding Host	\$200.00
5. Use of Sanctuary	<u>\$200.00</u>

**Total:        \$1,200.00**

If another Pastor will conduct the ceremony (upon LCUMC Pastor's approval), that pastor will determine his or her fee.