

Weddings



*Holy
Matrimony*

Orange United Methodist Church
1220 Martin Luther King, Jr. Blvd.
Chapel Hill, NC 27514
(919) 942-2825

FACILITY USE FEES

EFFECTIVE 8/16/2011

| | <u>Member</u> | <u>Non-Member</u> |
|---|---------------|-------------------|
| <u>Non-refundable reservation fee</u> (required to reserve date) | \$50 | \$150 |
| <u>Sanctuary (3 hour limit)</u> Includes one dressing room for the bride and one room for the groom. Additional space is available for \$10.00 per room | \$0 | \$650 |
| <u>Wedding Director</u> All weddings will be assigned an OUMC wedding director. They are not wedding planners. If the couple is using a wedding planner, that person must be advised that the church director is in charge once they reach the church grounds. It will not be a shared position. | \$250 | \$250 |
| <u>Organist</u> The organist for OUMC is available if you choose. Arrangements must be made with the organist. | \$300 | \$300 |
| <u>Pastor</u> Includes pre-marital counseling. | \$300 | \$300 |
| <u>Counseling Materials</u> The pastor uses materials necessary for dealing with pre-marital and marital issues. | \$ 50 | \$50 |
| <u>Total Fees Due</u> | \$950 | \$1700 |

All remaining fees paid 60 days in advance of rehearsal in a check to OUMC. Organist, pastor, and counseling materials optional if not using ours. All other fees required.

Congratulations on your upcoming wedding day! This indeed will be one of the most significant days of your life, and we are honored to help you plan and celebrate this sacred day. The information and policies following are here to help you have the best Christian wedding possible. Please be sure to read ALL the information, and if you have additional questions you may ask one of the pastors or your wedding director appointed by Orange United Methodist Church. The pastors, staff and membership of OUMC are grateful for the opportunity to assist you in this important and sacred moment in your life!

A wedding is a sacred moment and its symbolism is one of the most significant in human experience, especially within the Christian community. At Orange United Methodist Church, a service of marriage is provided for couples who wish to solemnize their marriage in a service of Christian worship, parallel in structure to the Sunday service which includes the proclamation of the Word with prayer and praise. A Christian marriage at Orange Church is proclaimed as a sacred pledge reflecting Christ's covenant with the church. Everything about the service is designed to witness that this is a Christian marriage. The pastors, staff and membership of Orange United Methodist Church are therefore grateful for the opportunity to assist you in this important and reverent moment in your life.

The Worship Setting

Most United Methodists select the church sanctuary as the setting for their wedding service because they understand the marriage service to be an act of worship. In order to assure this spirit, special attention needs to be given to the manner in which the sanctuary is used.

Furnishings, such as pulpits, altar table, cross, candles and the baptismal font are not to be moved from their appointed places. It is considered inappropriate to bring natural arbors or decorations into the sanctuary for the purpose of altering its normal atmosphere and environment for worship. Flowers for the altar table must never be higher than the cross, and should never be placed in the baptismal font or on the organ or piano. If any additional props, electronic equipment, or furnishings are to be used during the wedding service, these must be approved by the wedding director.

The church prohibits the use of tape, tacks, or other materials that could damage furniture. Florist tape may be used with care. The florist and/or the wedding party must insure that carpets are protected from candle wax. A candle snuffer is available and should be used to prevent spilling of wax when extinguishing candles.

Due to narrow wall aisles, burning candles are not to be used on the window ledges. This is a hazardous circumstance to be avoided.

The Wedding Service

This service of Christian Marriage is provided for couples who wish to solemnize their marriage in a service of Christian worship, which includes the proclamation of the Word with prayer and praise. Christian marriage is proclaimed as a sacred covenant reflecting the Baptismal covenant. Everything about the service is designed to witness that this is a Christian marriage.

Both words and actions consistently reflect our belief that husband and wife are equal partners in Christian marriage and that they are entering into the marriage of their own volition.

Those present at the Service of Christian Marriage are understood to be an active congregation, participating in a worship service of the United Methodist Church, rather than simply passive witnesses. The congregation gives their blessing to the couple and to the marriage, as they join in prayer and praise.

All Ceremonies must be one of the United Methodist Services of Christian Marriage. If desired, Holy Communion may be celebrated and is part of one of the Services of Christian Marriage. If Holy Communion is celebrated, not only the bride and groom, but the whole congregation is to be invited to receive communion. It is our tradition to invite all Christians to the Lord's table.

Included in the Service of Christian Marriage are the wedding vows. Although we understand the heartfelt desire on part of some to write their own vows to give word and witness to their love, only the vows contained within the Services of Christian Marriage of the United Methodist Church may be used. The vows are not only vows between the bride and groom, but most importantly vows between those being married and our Lord and the church. Therefore, self-written vows are inappropriate during the ceremony. It is more than appropriate for the bride and groom to share their heartfelt desires of love and unity at or during another celebration of the marriage such as a dinner or reception.

The Unity Candle - Many couples wish to have a unity candle during their service. If a unity candle is used, the two side candles representing the husband and wife are lighted first (often by the mothers or the husband and wife, before the service begins), and the center candle representing the marriage is lighted by the bride and groom. The side candles are NOT extinguished because both husband and wife retain their personal identities. Additionally, these three candles are reminders of God's work in us through the Trinity - Father, Son and Holy Spirit.

All services in the United Methodist Church must be conducted by the senior pastor or one whom they have invited to assist or conduct. All decisions regarding the service are those of the senior pastor or their designee.

The Role of the Pastor

A pastor appointed at OUMC has his or her basic responsibility the conduct of Christian worship in this church. All weddings held at OUMC will be officiated by one of the ordained ministers of the church staff. Other ordained ministers may be invited to participate, provided that such invitations are extended by the senior pastor. No wedding will be performed without previous clearance and consultation with the senior pastor. Any other arrangements that might require special considerations are to be discussed with the pastor.

The pastor normally holds a minimum of two (2) conferences with the bride and groom prior to the wedding. These sessions may be mutually agreed upon, and will involve the opportunity to plan the wedding ceremony.

Music

Only music which honors God and is musically and theologically compatible with music used during a regular Sunday worship service is acceptable as part of the wedding service. We require that all music sung have sacred words, either from the Bible or a hymnal. Instrumental music should be in keeping with the dignity of a worship service. Secular music is not allowed during a wedding service at OUMC, but is very appropriate for the reception.

An appointment with the Director of Music or the organist of OUMC should be scheduled three (3) months in advance of the wedding date. One of the above staff will be responsible for working with couples in selecting music and musicians as well as engaging instrumentalists, soloists, and substitute organists, should the staff musician not be available.

The sanctuary sound system is available for use and shall be regulated by an approved OUMC Lay Sound Technician. The excellent natural acoustics of the sanctuary makes the use of other electronic equipment unacceptable.

Finally, all decisions relative to the propriety of the music and selection of musicians for a wedding must be approved by the Director of Music.

Photography and Videography

Flash pictures may not be taken at any time during the wedding ceremony. Photographs requiring a flash may be taken anywhere in the sanctuary or church before and after the ceremony. Photographers may not come down the aisle in front of the bridal procession. Photos may be taken only from the rear of the sanctuary after the wedding party begins to enter. Once the wedding ceremony has commenced (when the groom is positioned in front of

the altar rail before the clergy), no flash photography is permitted until the recessional commences.

Stationary video taping of the ceremony may be considered but only in consultation and close cooperation with the wedding director.

Responsibilities of the Bride and Groom

The bride and groom are responsible for scheduling the use of facilities with the church office. All other times the church may need to be opened and secured (for rehearsal, wedding, florist, etc.) should be discussed with the wedding director.

Decorations must be removed with the possible exception of altar flowers. OUMC will not be responsible for items rented or belonging to the wedding party.

When the altar flowers are left for use by the church, the bride or groom should notify the church office when reserving the facilities. This will avoid unnecessary purchasing of flowers by the church.

Announcements

Any general invitations or announcements sent to the church concerning your wedding will be posted on an appropriate bulletin board. Single or double line announcements for members will be carried in the bulletin if they are prepared by the bride or groom and sent to the office by Monday of the week they are desired. Wedding announcements are not made from the pulpit.

Prohibited Conditions

Under no circumstances can alcohol or drugs nor persons under the influence of either be permitted to participate or have a place in marriage ceremonies conducted at OUMC. There shall be no alcoholic beverages or drugs present on the premises at any time. Smoking is not allowed in any of the church buildings.

It is the responsibility of the wedding party to monitor and assure the congregation that this expectation will be met. When a marriage is scheduled for the sanctuary, the responsible applicants with their applications will serve as a guarantee of compliance. Should there be doubt that this requirement can be adhered to, it would be best not to plan for the wedding at OUMC.

Orange United Methodist Church
1220 Martin Luther King, Jr. Blvd., Chapel Hill, NC 27514
(919) 942-2825 Date Submitted: _____

Proposed Date & Time _____
Rehearsal Date & Time _____

Bride

Name _____
Address _____
Telephone (H) _____ (W) _____
Relationship to OUMC _____
Parents' Names _____
Address _____
Telephone _____

Groom

Name _____
Address _____
Telephone (H) _____ (W) _____
Relationship to OUMC _____
Parents' Names _____
Address _____
Telephone _____

Wedding Party

Bridesmaids _____
Groomsmen _____
Flower Girl _____
Ring Bearer _____
Others _____

Minister(s)

Name _____
Church _____

Florist

Name _____
Address _____
Telephone _____
Time Arriving _____
May we use flowers for Sunday? _____

Photographer

Name _____
Address _____
Telephone _____
Time Arriving _____

Music

Organist _____
Soloist(s) _____

Wedding Director

Name _____
Address _____
Telephone _____

Reception

Location _____
Address _____
Telephone _____
Finger food, buffet, sit-down
(Circle one)
Set up required _____

Rental Items

Date delivered _____
Date picked up _____

Rooms

The Parlor will be available for the bride and her attendants. Another room will be made available for the groom. Additional rooms are available for \$10. Do you need another room? _____

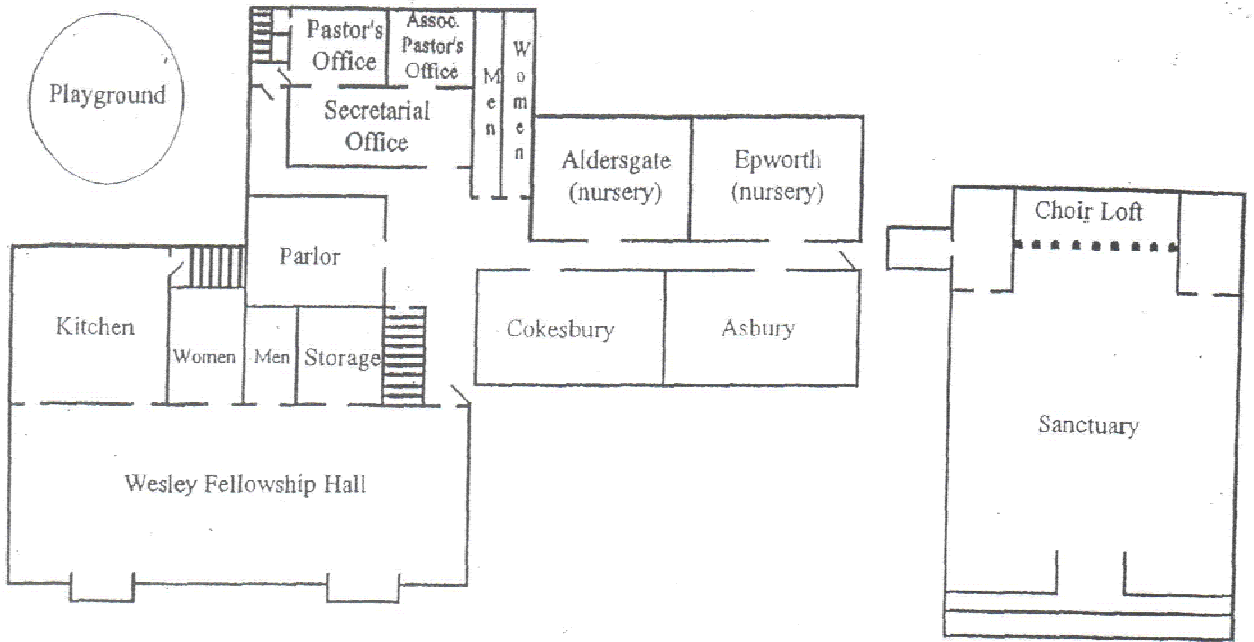
Fees

Building _____
Minister _____
Custodian _____
Counseling Materials _____
Wedding Director _____
Musician(s) _____
Soloist(s) _____

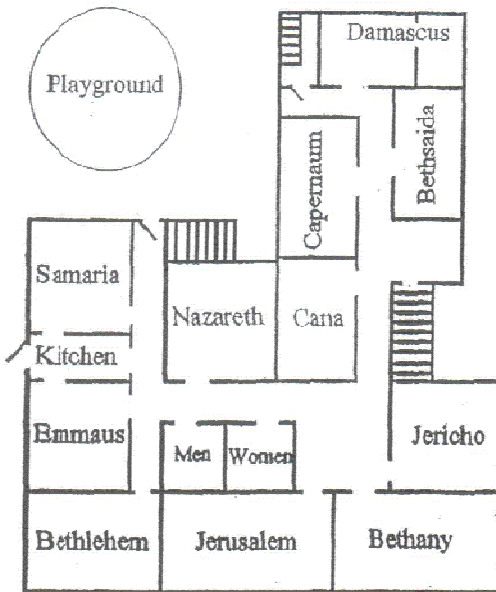
Signature of Bride

Signature of Groom

Ground Floor



Basement



*Layout of
OUMC*