

Paragould First United Methodist Church - Wedding Policies

amended and adopted by FUMC Trustees Aug. 11, 2024; adopted by FUMC Church Council Sept. 15, 2024

- Only FUMC members in good standing of at least one year, or former (e.g. childhood) members, are to be married at FUMC Paragould.
- FUMC clergy are in charge of any wedding.
- If a minister other than a FUMC pastor is being considered for assisting in a wedding, this must be approved by a FUMC pastor. FUMC pastor must extend the proper invitation to the visiting minister.
- Couples preparing for their wedding at FUMC should request a copy of FUMC wedding policies or view them at fumcparagould.org/weddings-facilities--events.
- After reading these policies, arrange an appointment with a FUMC pastor to begin counseling with the couple. No wedding date will be added to the church calendar before meeting with one of FUMC pastors.
- A FUMC pastor will be in charge of both the rehearsal and the wedding ceremony. Wedding consultants should confer with the minister in charge and FUMC church wedding liaison.
- Consult with FUMC wedding liaison regarding order and nature of service.

A SERVICE OF WORSHIP - The Services of Christian Marriage found on pages 115-138 of The United Methodist Book of Worship are the acceptable Orders of Worship for a marriage held in the United Methodist Church. The Book of Worship is available at FUMC office and online. Service I is also found on pages 864-69 of the United Methodist Hymnal. A ritual consisting of statements and vows prepared by individuals may **not** be substituted for the established ritual of the Church. The Christian marriage ceremony is a service of worship before God, conducted within the house of God. Reverence will be expected on the part of all present and the service will be under the sole direction of the pastor.

SCHEDULING - Weddings may be held in the sanctuary or chapel whenever worship services are not being held in consultation with the pastor. Weddings will **NOT** be scheduled on Sundays or later than 6:00pm. No weddings on an official church holiday, on the day preceding a holiday, or weekend of the holiday. (i.e. Christmas, Easter, Thanksgiving, etc.). There will not be more than one wedding scheduled on the same day.

MUSIC - Only music of religious or church-centered nature should be considered in a church wedding. FUMC organist must be consulted regarding music selection. In the event the FUMC organist is unavailable, they may be able to aid in securing an organist/pianist.

ALTAR FURNISHINGS & DECOR

- The furnishings of the sanctuary and chapel are symbolic of the presence of God and are a part of what makes our building a church.
- The communion table is the focal point of the sanctuary and shall not be removed. It may be moved forward, to just beyond the rail, or back to the banister separating the choir loft. All appointments are to remain on the table.
- The chairs and lectern may be moved. These are to be moved at the rehearsal and put back in place following the wedding ceremony.
- Dripleless candles are required.
- No nails, thumbtacks, staples, screws or tape are to be used in the fastening of decorations to the pews, furnishings, chancel rail, or any part of the building.
- Live flower petals are not to be used by the flower girl.

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- Immediately following service, decorations are to be removed and the church left in order as it was found.
- Flowers may be left for a FUMC worship service if prior arrangements are made with the church office.
- Same requirements apply regarding weddings in the chapel or worship center.
- For weddings during the Christmas season, all church decorations (Chrismon tree, window and light decorations, poinsettias, etc.) are to be left in place.
- Confetti, sparklers, burning candles, rice, bird seed, glitter, etc are not permitted.

PHOTOGRAPHY - Photographs can be taken before and/or after the ceremony. We ask that no flash photographs be taken from the time guests arrive until the completion of the ceremony. Natural light photographs may be discreetly and quietly taken from the balcony or back of the church. Photographers should not disrupt the wedding service in any way. It is the responsibility of the wedding party to make these expectations clear to the photographer, friends, and family.

VIDEOGRAPHY - Hiring an independent video photographer is allowed. Consult with the pastor on the placement of cameras. Cameras placed in the Chancel can take away from the atmosphere of worship and may distract from the wedding couple. Video cameras may be used only with natural lights, in a silent and stationary position. As with photographers, cameras and operators should not distract from the service in any way.

SOUND & AUDIO - You must contact the church's Director of Communications at least 1 month prior to the wedding date. A sound tech will be needed during rehearsal and ceremony.

NURSERY - Nursery facilities are available for young children or babies. Couples may consider making arrangements for hiring nursery workers (at your expense) and/or volunteers.

DRESSING ROOMS - Men dress in the second floor Youth Room. Ladies dress in the Chapel. Food and beverages (other than water) are not allowed in the dressing rooms. Food and drinks may be served in the church kitchen. Remember to have these rooms cleared of belongings and trash before leaving the church for the reception.

REHEARSAL - Rehearsals should begin promptly and should proceed in a dignified manner. We would remind the members of the wedding party that throughout the rehearsal they are in a holy place dedicated to the worship of God. It should be clearly understood that at both the rehearsal and the wedding, our minister is in charge and his/her decisions as to form and procedure shall be honored.

One hour's time should be allowed for the rehearsal. It is helpful for decisions such as order of bridal procession, which ushers will seat the mothers, who will light the candles, etc. be made prior to the rehearsal time. The bride and groom, their parents and grandparents, their attendants, those presenting the music and the ushers should all be present.

It is suggested that if rehearsal dinner invitations are to be extended to the minister, musicians or wedding consultant and spouses, they should be made prior to rehearsal time.

THE WEDDING DAY

- Ushers should arrive at the church not less than one hour before the time of the wedding.
- The groom, best man, and groomsmen should gather with the pastor outside of the sanctuary no later than 15 minutes before the wedding.

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- No wedding can be performed unless the marriage license has been presented to the minister prior to the wedding.
- The church fellowship hall is available for wedding receptions. A limited amount of silverware, glassware, tables, skirting, and is available at the church. If the use of any of these is desired, make arrangements through the church office. The date and time for the reception should be placed on the church calendar.
- No alcoholic beverages or smoking will be allowed on the church premises.

FUMC Contact Numbers

- Church Office 870-239-8541
- Organist: Bernard Raley 870-335-8007
- Wedding Liaison: Linda Futrell 870-476-1025

WEDDING FEES

Sanctuary	\$150
Worship Center	\$150
Chapel	\$100
Reception (cake only) Gym/Fellowship Hall	\$100
Reception (food/meal) Gym/Fellowship Hall	\$150
Rehearsal Dinner Gym/Fellowship Hall	\$100
Sound Tech	\$100
Wedding Liaison	\$100
Pastor honorarium	\$150 (includes a minimum of 3 required counseling sessions)
Organist honorarium	\$150
Deposit	\$100 deposit is due when date is set on church calendar.
Other	Balance of fees is due 30 days prior to the wedding date. All fees are paid directly to the church. All fees are subject to change if an excessive amount of cleanup is required.

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POLICY UNDERSTANDING - We have received a copy of First United Methodist Church's Wedding Policies and Fee schedule. We understand the policies and fees and will abide by them as set forth therein. Should we have any questions, we will first contact the wedding liaison then FUMC offices.

ALCOHOL / CONDUCT POLICY - Read *and explain* to all members of the wedding party.

The use of alcoholic beverages is not permitted on church property, including parking lots and buildings. The church has a zero tolerance stand on this issue. Unruly or drunken behavior will not be allowed. Anyone who violates this policy may be removed from the wedding rehearsal and/or ceremony.

Bride: _____ Date: _____

Groom: _____ Date: _____

Wedding Date & Time (approved by pastor): _____

Church Administrator: _____ Date: _____

Returning this signed form along with your \$100 deposit will reserve your wedding date on the church calendar.

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WEDDING INFORMATION - To be completed and returned to FUMC offices as early as possible and ***no later than 30 days*** prior to the wedding date.

WEDDING DATE & TIME		
PLACE		
PASTOR		
ORGANIST		
REHEARSAL DATE & TIME		
RECEPTION LOCATION & TIME		
FLORIST contact info		
PHOTOGRAPHER contact info		
VIDEOGRAPHER contact info		
OTHER (soloist, musicians, etc.)		
Do you want your floral arrangements left for Sunday Worship Services? YES or NO (circle one)		
BRIDE	Member of FUMC? YES or NO (circle one)	
	NAME	
	ADDRESS	
	PHONE	
	EMAIL	
GROOM	Member of FUMC? YES or NO (circle one)	
	NAME	
	ADDRESS	
	PHONE	
	EMAIL	