

Panther Springs United Methodist Church



Wedding Policy

This policy approved on _____

Chairman of SPPRC

Chairman of Administrative Council

Thank you for considering holding your wedding at Panther Springs United Methodist Church. These policies and procedures are designed to prevent any surprises and disappointments regarding what should be one of the most special moments in your life...your wedding. Please review these guidelines prior to scheduling your wedding. Also, please understand that the current pastor of Panther Springs United Methodist Church is the final authority on all aspects of any wedding to be held at the church. If you have any questions, please contact the church. We look forward to working with you.

Scheduling:

We recommend that weddings be scheduled at least 6 months in advance. No wedding may be scheduled without the approval of the pastor. Upon the approval of the pastor, a wedding will be tentatively scheduled. The tentative date will be held for 10 days pending a check for \$50 a non-refundable deposit for the use of our facility. This deposit applies to members and non-members alike. Once the deposit is received, your wedding will be placed on the calendar. Full payment of all fees (see wedding fees attached) is expected no later than 14 days prior to the wedding. Scheduled weddings take precedence above all other services, including funerals.

Counseling:

Pre-wedding counseling is required of all couples wishing to be married at Panther Springs United Methodist Church. A minimum of three sessions is requested. Counseling arrangements will be made with the PSUMC pastor.

The Wedding:

We believe that marriage is a covenant between a man, a woman and God. We believe that the wedding ceremony is to be part of a service of divine worship celebrating that covenant. Every aspect of the wedding shall be designed to conform to and enhance the dignity of the worship service and adhere to the United Methodist Book of Discipline.

The current PSUMC pastor is expected to officiate at all weddings scheduled at Panther Springs UMC. If you wish for other ordained clergy to participate in the wedding or to officiate the wedding with or in place of the pastor, then this must be discussed with the PSUMC pastor in the initial meeting. Invitations to other ordained clergy will be issued solely at the discretion of the PSUMC pastor.

This is a United Methodist Church. The liturgies and customs of the United Methodist Church shall be observed. Any changes will be at the discretion of the pastor.

In the event that you wish to celebrate Holy Communion as part of your wedding ceremony, the customs of the United Methodist Church shall be followed:

- The table will be open to all who wish to partake, not just the wedding party.
- Communion will be officiated by the PSUMC pastor or another Elder in the United Methodist Church using the ritual found in the United Methodist Hymnal, the United Methodist Book of Worship or another source approved by the pastor.
- Communion will be served by *intinction*. The pastor will be happy to train the bride and groom to serve the consecrated elements as their first act together as husband and wife.

Music used in the wedding is expected to support the atmosphere of Christian worship expected as part of the ceremony. **All music is subject to approval by the PSUMC Pastor or the church Worship Leader, if used.** Live music is preferable to recordings. No sound system may be brought into the church without the approval of the pastor.

It is recommended that all decorations be discussed with the pastor prior to purchase or creation. In the event that there is any disagreement between the parties, the PSUMC pastor shall have final say on what may be placed in the sanctuary.

None of the sanctuary appointments, including paraments, may be removed without the approval of the pastor. White paraments are available for use with the wedding otherwise the paraments using the color of the current church season will be used. The Alter and the Baptismal Fount may not be removed from the sanctuary under any circumstances. Our church sanctuary seats approximately 150 persons.

Miscellaneous Policy:

A representative of the church will be present at all times that the wedding party is in the church.

No alcoholic beverages may be consumed or possessed on church property.

There is no smoking permitted in church facilities (Including pavilion).

We request that no food or beverages be taken into the sanctuary.

Dripless candles are required.

You may not make any holes in walls.

Birdseed, flower petals or bubbles may be used outside the church only.

If the fellowship hall is used for the reception, the kitchen is to be used only as a serving area. The caterer must be prepared to do all of the necessary cooking offsite. The church fellowship hall can seat approximately 100 people.

The wedding rehearsal will be scheduled for a maximum of 2 hours. The church facilities are available for use at reasonable times on the day of the wedding. All wedding festivities (including the reception, if held at the church) must be completed and the sanctuary restored to Sunday worship conditions no later than 9:00 p.m. Saturday. Two sets of keys will be distributed for the weekend of the Wedding (one to the bride's family and one to the groom's family).

Weddings **should not** be scheduled on a Sunday or during the period between Thanksgiving and January 6 (Advent) or during Holy Week, without prior approval by the senior pastor.

Dressing:

Rooms are available for dressing before and after the ceremony. We request that they are left in the order in which they have been found. Please remove all belongings prior to your departure. All personal belongings, valuables, wedding items, etc., should be kept personally secured by each individual. The church cannot be liable for personal property unattended or unsecured and will not be liable for items lost, stolen, or damaged.

Marriage License:

The marriage license should be given to the pastor PRIOR to the wedding. The marriage license will be completed and returned to the Bride's father after the wedding service.