

Weddings.

7020 Cass Street
Omaha, Nebraska 68132

402-556-6262 FAX 402-556-5696
www.fumcomaha.org



WEDDING POLICIES

A Christian Wedding - Any marriage ceremony conducted in First United Methodist Church carries clear indication that it is a *Christian* wedding. This implies Christian commitments on the part of the persons being married and the use of appropriate religious symbols and disciplines within the service.

Pastors – Our pastors will officiate at all weddings and are paid an honorarium of \$300 payable to the pastor. If the wedding couple would like another pastor to co-officiate with our pastor, they are responsible for their pastor's honorarium as well. The couple needs to notify the church office of the co-officiating pastor's name, address, phone number, e-mail address, and denomination/name of local church they are serving.

You need to set up an appointment to meet with our pastor to discuss the wedding service.

Wedding Costs – A security deposit of \$200 is due on the date that the wedding date is confirmed for non-members and will be refunded one week from the scheduled wedding date if everything is found to be in satisfactory condition.

You can make payments from the time of the initial deposit to one week before the rehearsal date.

Checks for our pastor and our musicians are due to Roberta with the balance due. Checks for their services are payable to

them personally and not to FUMC.

Checks for the pastor and/or musicians that the couple provides do not come to the church office.

Music – Contact Mark Kurtz, Director of Music Ministries, at 402-556-6262, ext. 1021 or mark.kurtz@fumcomaha.org to discuss who will provide the music for your wedding. This should be done four months before your wedding date.

Any musician wishing to use the organ, must schedule at least two practices before the rehearsal date. Mark can be contacted at 402-556-6262, ext. 1021 or at Mark.Kurtz@fumcomaha.org.

The piano is not to be moved unless with permission of a FUMC pastor or the building staff. Since the piano must be tuned each time it is moved, it would be the responsibility of the couple to pay for the tuning.

Couples are strongly encouraged to use only live music. CD recordings are discouraged. There is a \$100 fee for a Sound Technicians for pre-recorded music.

Candles - The church has a *pair of candelabra* available for your use. To prevent drip problems, we only use our candles. *Aisle candles with hurricane lamps* that fasten on the pews in the Sanctuary are also available as an option and must be reserved in advance. There are 8 holders per side.

Any decoration added to the aisle candles or pews (flowers, bows, or greenery) must be attached with a material that will not

damage the brass or woodwork.

The cost includes the candles, installation, and cleaning of the lamps. We do not allow outside firms to install aisle candles. Height and maturity should be considered when using children as candle lighters for aisle candles and candelabra.

We do not have unity candles for your use. If those are to be used, it is the couples' responsibility to provide the holder and candles. Candles must be smokeless and dripless.

Children - If you intend to include younger children in the wedding party, please talk with the Pastor and have a "contingency" plan in case the child becomes nervous. Some children stand with the rest of the wedding party through the service and others are much more comfortable being seated with family after walking down the aisle.

Dressing - The bridal party dressing room is at the east end of the Parlor and the groomsmen's dressing room is on the balcony level.

Flowers - Please make sure that your florist is also aware that they will not be able to bring floral deliveries sooner than three (3) hours before the wedding start time.

Most florists have decorated our Sanctuary and Mead Chapel before, but may most certainly come to look at the Sanctuary or Mead Chapel during our normal office hours.

Gifts - Most guests will bring their gifts to

the reception; however, some may come to the service with their gifts. Please ask someone to be responsible for receiving and caring for those gifts before, during, and after the service.

Greeting Guests - Our suggestion is that parents and grandparents be in the Parlor 30 minutes before the service. If parents or other family members greet guests in the entryway or the Gathering Place, it makes it much more difficult to get the guests seated.

Guest Book - The guest book will be closed five minutes before the service to facilitate last minute seating. Latecomers could sign the guest book at the reception. Some couples choose to have the guest book *only* at the reception and have guests sign in then.

Marriage License - The license may be purchased at any county courthouse in Nebraska. Please bring it to the church office by one week before the rehearsal date.

Parking - There is limited parking in the south parking lot. We ask that no one, except Pastors, park in the south parking lot. There is ample parking on the north and west sides of the church. Handicapped parking is available in the north and south parking areas.

Pre-marital Counseling Sessions - We recommend all couples to have pre-marital counseling sessions, but no longer require such before getting married at First United Methodist Church.

Pictures - We ask professional photographers not to use flash photography during the ceremony, or to get between the guests and the wedding party. *Wedding pictures taken in the Sanctuary before the ceremony must be completed at least 30 minutes before the service is to begin.*

When you arrange for the photographer, remember you can gain access to the church on your wedding day, THREE HOURS before the wedding start time. Please make sure that your photographer knows this and so does not schedule pictures to start at that time.

Security issues - Please do not leave valuables unattended anywhere in the church. Unfortunately, it is not uncommon for someone who is not a guest to get into the church during the service and take gifts, purses, wallets, etc. It is for that reason that we ask that the Parlor be locked and any gifts and valuables be safeguarded during the service.

Trash — Please have someone clean up any empty boxes, bottles, etc. left in the Gathering Place and Sanctuary at least 30 minutes prior to the service start time.

Ushers - We recommend that you have one usher for every 50 guests, with a minimum of two ushers. Groomsmen can also act as ushers.

Wedding Assistants - Two wedding assistants help at the rehearsal and wedding. They act as a liaison between the Pastor and the wedding party and will instruct ushers and other members of the wedding par-

ty. They are not personal assistants.

Wedding Reception - To book your wedding reception at FUMC, please call the Wedding Coordinator in the church office to confirm room availability and contact person for the reception committee. There are additional fees for using a room at the church for the wedding reception and for the reception committee.

Wedding Service Bulletin - Please show the rough draft of the wedding service bulletin you prepare to our Pastor at least one week prior to the service (or before printing, whichever is sooner). Please include this note: *"This being a service of Christian worship, please do not take pictures during the service."*

It is helpful for the Wedding Assistants and the Pastor to receive a copy of the wedding service bulletin at the rehearsal.

Bird seed and/or rice are not permitted inside or outside the church property.

Aisle cloths and/or throwing of flower petals (real or silk) are not permitted in the Sanctuary.

Drinking and/or possession of alcoholic beverages is not permitted in or on church property at any time.

Blatant disregard of policies is just cause to forfeit all or part of security deposit.

Revised 8/2012

First United Methodist Church-Omaha

Policy on Marriage Equality

First United Methodist Church-Omaha rightly celebrates and blesses the marriage of a man and a woman who want to commit their lives to each other and to take care of each other. Our church gives its prayers and promise of supportive community as a gift to the couple getting married. That will not change.

We support all of God's children. We want to give the same blessing to committed, loving same-gender couples at a holy union service that we give to opposite-gender couples at a wedding. In some respects, that is not possible. Nebraska and most other states prohibit legal marriage for same-gender couples. Further, the United Methodist Church declares that services celebrating same-gender unions "shall not be conducted by our ministers and shall not be conducted in our churches." We will not violate those rules. We value our pastors and will not jeopardize anyone's call to ministry.

And we say this to our gay-lesbian-bisexual-transgender brothers and sisters: "We support your desire to commit your life to another person. Without violating United Methodist rules, we can and will offer you pastoral counseling. We offer you help in planning a holy union service—a religious celebration in which two persons ask for God's blessing; declare and affirm their faith, love and commitment before God and the community, and join their lives to the fullest of their

capacity."

All same-gender holy unions will be performed by non-United Methodist Church clergy or by trained laypersons in accordance with *The Book of Discipline*. After the vows are exchanged, the couples and their guests may come to FUMC-Omaha for a worship service. This service can be conducted by FUMC-Omaha clergy.

As part of pastoral counseling, all couples will be informed about the current United Methodist policy regarding same-gender unions. They will also be told about FUMC-Omaha's membership in the Reconciling Ministries Network, which supports full inclusion of gay, lesbian, bisexual and transgender persons in all our ministries. Some couples might want to support FUMC-Omaha's stance. We will invite them to write a letter to United Methodist leaders expressing that view and give them the opportunity to make a donation to Reconciling Ministries Network of 10% of the total expenses paid to our church for their marriage or holy union. That donation would be in addition to the normal fee a couple pays to FUMC-Omaha as set by the Board of Trustees with advice from the pastors.

It is the spirit of our congregation that all couples desiring a committed relationship bound by a sacred covenant deserve our love, support and prayers. With this policy, we move a bit closer to the day when no one will be denied the full ministry of our church.

Approved by Charge Conference, May 7, 2006.

Wedding Fees

*A \$200.00 security deposit is due on the date that your wedding date is confirmed. This amount will be refunded one week after your scheduled wedding date if everything is found to be in satisfactory condition.

Pastors - Our pastors will officiate at all weddings and are paid an honorarium of \$300 payable to the pastor. If the wedding couple would like another pastor to co-officiate with our pastor, they are responsible for their pastor's honorarium as well.

Set Amounts	Optional Fees	Description	Check Number/ Amount Paid Date Paid
		*Security Deposit:	_____
790.00		Wedding held in the Sanctuary	_____
615.00		Wedding held in Mead Chapel	_____
	100.00	Candelabra (for the pair)	_____
	150.00	Aisle Candles in the Sanctuary	_____
_____	_____	Total Charges Due -	_____
		Please make your check payable to FUMC.	
	350.00	Reception in Parlor*	_____
	700.00	Reception in Cary Hall*	_____
		*The UMW coordinates all events where food items are to be served and provides a group to serve. There is an additional fee for this service, which is payable to that group. This fee does not include any food items.	
300.00		Pastor's Honorarium	_____
		Check payable to the pastor:	_____

Balance in full is to be paid one week in advance of the wedding rehearsal date.

**Blatant disregard of building/wedding policies is just cause for forfeiture of all or part of security deposit.*

Charges for Organist/Soloist Services

Our Director of Music Ministries, Mark Kurtz, must be notified of your wish to use his services for your wedding. If you decide to use another musician, you must notify him either by phone or e-mail. Any musician wishing to use the organ, must schedule at least two practices before the rehearsal date. Mark can be contacted at 402-556-6262, ext. 1021 or at Mark.Kurtz@fumcomaha.org.

Fee for organist services: \$375.00 payable to: _____

Fee for soloist services: \$100.00 payable to: _____

Fee for sound technician services: \$100 payable to: _____

All fees are due in the church office by no later than one week prior to the scheduled rehearsal date.

Checks for organist and soloist services are to be made payable directly to the musician listed above and are to be brought into the church office.

Wedding Coordinator: Roberta Coss, 402-556-6262, ext. 1001 or via e-mail at Roberta.Coss@fumcomaha.org.

Office Hours:

Monday-Thursday: 8:30 a.m. — 4:00 p.m.

Friday: 8:30 a.m. — 12:00 noon

Saturday: closed

Sunday: 8:30 a.m. — 12:00 noon

General Order of Service

ENTRANCE

GATHERING

Your participation in the service is invited. Please join together in the responses and prayers printed in bold type. This being a service of Christian worship please do not use flash photography during the service.

GREETING

DECLARATION OF INTENTION

DECLARATION BY THE COUPLE

RESPONSE OF THE FAMILIES AND PEOPLE

Pastor to people: The marriage of _____ and _____ unites their families and creates a new one. They ask for your blessing.

Parents and families respond: **We rejoice in your union, and pray God's blessing upon you.**

Will all of you, by God's grace, do everything in your power to uphold and care for these two persons in their marriage?

We will.

PRAYER

The Lord be with you.

And also with you.

Let us pray.

PROCLAMATION AND RESPONSE

SCRIPTURE READINGS

SERMON *(optional)*

INTERCESSORY PRAYER

THE MARRIAGE

EXCHANGE OF VOWS

BLESSING AND EXCHANGE OF RINGS

LIGHTING OF THE UNITY CANDLE *(optional)*

DECLARATION OF MARRIAGE

HYMN OR SONG

BLESSING OF THE MARRIAGE

SENDING FORTH

HYMN OR SONG

DISMISSAL WITH BLESSING

THE PEACE

The peace of the Lord be with you always.

And also with you.

GOING FORTH (POSTLUDE)

**SUGGESTIONS FOR SCRIPTURE LESSONS, HYMNS & PSALMS
FOR USE AT WEDDINGS**

Scripture Lessons:

Genesis 1:26-28, 31a
 Song of Solomon 2:10-14, 16a; 8:6-7
 Isaiah 43:1-7
 Isaiah 55:10-13
 Isaiah 61:10-62:3
 Isaiah 63:7-9
 Romans 12:1-2, 9-18
 1 Corinthians 13
 2 Corinthians 5:14-17
 Ephesians 2:4-10
 Ephesians 4:1-6
 Ephesians 4:25-5:2
 Philippians 2:1-2
 Philippians 4:4-9
 Colossians 3:12-17
 1 John 3:18-24
 1 John 4:7-16
 Revelation 19:1, 5-9a
 Matthew 5:1-10
 Matthew 7:21, 24-27
 Matthew 22:35-40
 Mark 2:18-22
 Mark 10:42-45
 John 2:1-11
 John 15:9-17

The creation of man and woman
 Love is strong as death
 You are precious in God's eyes
 You shall go out in joy
 Rejoice in the Lord
 The steadfast love of the Lord
 The life of a Christian
 The greatest of these is love
 In Christ we are a new creation
 God's love for us
 Called to the one hope
 Members one of another
 The Christlike spirit
 Rejoice in the Lord
 Live in love and thanksgiving
 Love one another
 God is love
 The wedding feast of the Lamb
 The Beatitudes
 The house built upon a rock
 Love, the greatest commandment
 Joy in Christ as at a wedding
 True greatness
 The marriage feast of Cana
 Remain in Christ's love

Psalms and Canticle:

23 (UMH 128, 136-38, 518, 754)
 33 (UMH 767)
 34 (UMH 769)
 37 (UMH 772)
 67 (UMH 791)
 100 (UMH 74, 75, 821)
 103 (UMH 139, 824)
 112 (UMH 833)
 145 (UMH 857)
 148 (UMH 861)
 150 (UMH 96, 139, 862)
 Canticle of Love (UMH 646)

The Lord is my shepherd
 Rejoice in the Lord
 I will bless the Lord
 Trust in the Lord and do good
 May God be gracious to us
 Make a joyful noise to the Lord
 Bless the Lord, O my soul
 Happy are those who fear the Lord
 The Lord is gracious
 Praise the Lord from the heavens
 Praise the Lord
 Two shall become one in love

Hymns:

166 All Praise to Thee, for Thou, O King Divine
 559 Christ Is Made the Sure Foundation
 475 Come Down, O Love Divine
 61 Come, Thou Almighty King
 732 Come, We That Love the Lord
 111 How Can We Name a Love
 644 Jesus, Joy of Our Desiring
 90 Ye Watchers and Ye Holy Ones

 642 As Man and Woman We Were Made
 451 Be Thou My Vision
 158 Come, Christians, Join to Sing
 164 Come, My Way, My Truth, My Life
 695 O Lord, May Church and Home Combine
 647 Your Love, O God, Has Called Us Here

 166 All Praise to Thee, for Thou, O King Divine
 733 Come We That Love the Lord
 100 God, Whose Love Is Reigning o'er Us
 90 Ye Watchers and Ye Holy Ones

89 Joyful, Joyful, We Adore Thee
 93 Let All the World in Every Corner Sing
 117 O God, Our Help in Ages Past
 66 Praise, My Soul, the King of Heaven
 96 Praise the Lord Who Reigns Above
 139 Praise to the Lord, the Almighty
 126 Sing Praise to God Who Reigns Above

 645 O Perfect Love
 408 The Gift of Love
 138 The King of Love My Shepherd Is
 643 When Love Is Found
 549 Where Charity and Love Prevail

 89 Joyful, Joyful, We Adore Thee
 384 Love Divine, All Loves Excelling
 102 Now Thank We All Our God

Obtaining your Marriage License

Your marriage license must be obtained in the state in which you will be married. However, a license issued in one county in Nebraska can be used in any county in Nebraska.

For more information and to download a copy of the requirements and application, you can visit the Douglas County Clerk's website at:

www.douglascountyclerk.org/marriagerequirements.htm.

The fee is \$15 in cash only. Personal checks are not accepted. Applicants may prepay for a certified copy for an additional \$5.00. The certified copy is required to change the name on the driver's license and for social security records to be changed.

You obtain the marriage license from:

Thomas F. Cavanaugh
Douglas County Clerk/Comptroller
1819 Farnam Street
Civic Center, Room H08
Omaha, NE 68183

FAX: 402-444-6456

Administration: 402-444-7143

Marriage Licenses: 402-444-6745

Further information: 402-444-6080



Couple Information for Wedding

Date of Wedding: _____ Time: _____

Date of Rehearsal: _____ Time: _____

(Rehearsal is scheduled the day before the wedding.)

Bride's Name: (please print) _____

Address: _____

Home Phone: _____ Work Phone: _____

Affiliation with First United Methodist Church-Omaha: _____

Groom's Name: (please print) _____

Address: _____

Home Phone: _____ Work Phone: _____

Affiliation with First United Methodist Church-Omaha: _____

Approximate number of guests: _____ (estimate only)

Please complete this form and mail with the security deposit.

Checks made payable to First United Methodist Church

and mailed to this address:

Attn: Roberta Coss, Office Administrator
First United Methodist Church
7020 Cass Street, Omaha, NE 68132-2601

A receipt of payment will be sent to you.