

SCHEDULE OF FEES

SANCTUARY WEDDING FEES \$725

Includes: Sanctuary Facility usage, Pastor, Wedding Day Coordinator, Music (organist, pianist or CD's), 1 pair candelabras and Wedding banners

Deposit of \$200 (Deposit **not refundable** if the wedding is cancelled with the church less than **six months** prior to the wedding date. Deposit applies to wedding fees.)

CHAPEL WEDDING FEES \$400

Includes: Chapel Facility usage, Pastor, Wedding Day Coordinator and CD music

Deposit of \$100 (Deposit **not refundable** if the wedding is cancelled with the church less than **six months** prior to the wedding date. Deposit applies to wedding fees.)

ADDITIONAL ITEMS AVAILABLE:

CANDELABRAS \$35/pair
(additional pair available, candles provided)

AISLE RUNNER \$25

OUTSIDE MUSIC GROUP FEE \$150

TECH FEE (one song for unity candle) \$ 25

(NOTE: Pulpit and pastoral wireless microphone are included with facility usage fee. Anything in **addition** to that requires this tech fee.)

HOLIDAY WEEKEND SURCHARGE \$100

(Applicable holidays: New Years Day, Easter Weekend, Memorial Day Weekend, Fourth of July, Labor Day Weekend, Thanksgiving Weekend, Christmas, and New Year's Eve.

No Sanctuary weddings held on Christmas Eve

Fellowship Hall and Parlor (located in the church building) and The Center (located directly north of the main church buildings) are available for rehearsal dinners and receptions. Inquire at the Church Office for a schedule of fees.

USE OF ST. JOHN'S FACILITIES

The building, grounds, and parking lots of St. John's are available for use by the Wedding couple and their guests during a wedding ceremony. Activity that endangers life or property; or is illegal or inappropriate to the church setting may result in immediate cancellation of the wedding. Use of tobacco, alcohol or other drugs is not permitted. Any foods or soft-drinks shall be kept in the dressing rooms.

Because of our concern for the environment, we request no rice, bird seed, confetti, or flowers be thrown inside or outside the buildings.

Dressing rooms are provided for the Bride and Groom and their attendants. They will be locked during the wedding ceremony. Your help in removing personal belongings as soon as possible after the completion of the wedding ceremony would be appreciated. Should you pick up something that belongs to the church, please contact us as soon as possible.

WEDDING DAY COORDINATOR

The St. John's Wedding Day Coordinator will be on hand during the rehearsal, and the day of the wedding to provide assistance with opening the building, cleaning up along with tending to the Bride and Groom, and the Wedding Party.

St. John's United Methodist Church

109 E. 14th Street

Davenport, IA 52803

weddings@stjohnsumc-dav.com

(563) 324-5278

Schedule of Fees effective November 15, 2010

PLANNING YOUR WEDDING



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YOUR WEDDING

A Christian Wedding

The church wedding ceremony is a service of worship celebrated by people coming together to witness and bless the joining of a Bride and Groom in a covenant of Christian love.

When a couple requests a church wedding at St. John's, they receive from this Christian community a ministry designed to help them prepare for Christian marriage and family life. Adequate planning and participation of the couple with staff and volunteers is important if the full benefit of that ministry is to be enjoyed. This flyer is intended to provide some introduction to what must be included in that planning. Couples need to make certain their desires and plans for decorations, dress, music and other plans to the pastor. The pastors from St. John's have final determination of what is appropriate in the ceremony.

Pastoral Counseling

Couples will meet with the Pastor to plan for their Christian wedding ceremony and to prepare, through counseling or group meetings for their marriage. The number and nature of the meetings will be arranged between the pastor and the couple.

A wedding information meeting will be held several times per year, and the Bride and Groom are required to attend one of these meetings. Invitations will be sent to couples for the meeting they should attend.

Rehearsals

Rehearsals are assigned, generally, for the evening before the wedding. If there are multiple weddings on the same day, arrangements are made to have staggered rehearsals beginning at 4 p.m. as well as utilizing the Chapel. Rehearsals generally run 45 minutes in length.

**PLEASE HAVE YOUR WEDDING PARTY
BE PROMPT AND ARRIVE 15 MINUTES
PRIOR REHEARSAL.**

SCHEDULING A WEDDING

Church Facilities

The facilities at St. John's are used for a variety of services and activities important to our ministry. Primary worship services, and other St. John's activities will have priority. In the case a funeral occurs, we will work with both parties to make the events run smoothly.

Scheduling A Wedding

Weddings are scheduled on a first-come, first-served basis. Reserving your date as early as possible is encouraged. Once a pastor has confirmed the date, the deposit must be made to secure your date and time. The date you have scheduled will be held for two weeks. **If after the two weeks a deposit has not been made, the date you have requested will be released.**

Personal Attendants and Users

It has been our experience, that in order for your ceremony to run as smooth as possible, that the Bride have **2 personal attendants** to look after her personal needs. The Wedding Day Coordinator will also be available for assistance, but should not be relied upon as the Brides personal attendant. We have also found that **3 ushers** is best for seating your guests in a quick and orderly fashion.

Music

St. John's has a wonderful music staff to assist you in finding musicians for any style of music—traditional to contemporary. Couples choosing to have an outside music groups (string quartets, brass, harps, etc.) MUST receive approval by St. John's pastors before a commitment should be made to them and will be charged an additional fee from St. John's (see schedule of fees.) It is best if a representative from outside music groups (including accompanist, string quartets, harpists, brass, soloists, etc.) attend the rehearsal.

DETAILS

Wedding Fees

All wedding fees will be invoiced to the wedding couple two months prior to the wedding. The fees are to be paid to the church office no later than one month before the wedding date. Payments should be made payable to St. John's United Methodist Church (or SJUMC).

Marriage License

The State of Iowa requires a marriage license which can be secured through any Iowa courthouse. Allow ample processing time. **The marriage license needs to be provided to the church office by two weeks prior to the wedding.**

Decorations and Photography

Flowers, candles, and other decorations should not interfere with the seasonal arrangements and furnishings of the altar and sanctuary or chapel. Bows or floral arrangements **may not** be fastened with tape, gum, nails or wire. If a flower girl is to throw petals, please use **silk petals** as real ones stain the carpet.

Photographs are an important record of your wedding day. Pictures may be taken prior to the wedding or immediately after the ceremony. During the wedding ceremony, we ask that there be no flash photography. (please print this request in ceremony programs) Video cameras are allowed in the balcony of the sanctuary or in the chancel area, and they should be stationary.

FOR WEDDING INVITATION PURPOSES

the name of the church should be printed as:

St. John's United Methodist Church