

VERONA UNITED METHODIST CHURCH

P.O. Box 47
Verona, Virginia 24482-0047
(540-248-7777)

*The Celebration of
Marriage*

INTRODUCTION

Marriage is a most blessed event in the life of our church. It is a time of celebration and joy. It is also a time of worship! Every effort will be made by the staff to enhance the celebration and sacred nature of Christian marriage. Our prayers will be with you throughout the marriage process – from your initial decision, to the planning and preparation, through the wedding day itself.

As a means of acquainting you with our wedding policies and providing additional information about our church, we are pleased to offer you this wedding booklet.

**VERONA UNITED METHODIST CHURCH
WEDDING INFORMATION**

Bride: _____ Groom: _____

Date of Ceremony: _____ Time: _____

WEDDING PARTY:

Maid/ Matron

of Honor: _____ Best Man: _____

Bridesmaids: _____ Ushers:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Flower Girl: _____ Ring Bearer: _____

Rings (one or two?): _____

Will Alter Flowers Remain for Worship Services? Yes: _____ No: _____

Organist: _____ Vocalist: _____

Reception Location: _____

If at VUMC, Name of Caterer: _____

Bride

Groom

Address: _____

Home Phone: _____

Work Phone: _____

Birth Date: _____

Occupation: _____

Preferred Name: _____

Church Affiliation: _____

Address After Marriage: _____

Celebration of Marriage

Wedding Director(s): _____

Florist: _____

Photographer: _____ Phone: _____

Approximate Number of Guests: _____

Special Seating Arrangements:

Candelabra (Yes/No): _____

Candles in Windows (Yes/No): _____

Use Church Oak Candelabra (Yes/No): _____

Use Church Hurricane Globes (Yes/No): _____

REHEARSAL

Date: _____ Time: _____

Rehearsal Dinner Location: _____

If at VUMC, Name of Caterer: _____

Time the Kitchen/Betty Reeves Memorial Hall/Social Hall will need to be available:

SCHEDULING THE WEDDING

Your first step must be to contact the pastor regarding the availability of the church on the day you desire. The agreed upon date will be confirmed on the church calendar during the first conference with the pastor. It is expected that the pastor will perform the ceremony. The use of any minister other than the approved pastor of VUMC will be arranged through the pastor of VUMC.

The pastor will be in charge of total religious service and should be consulted about the ceremony before final arrangements are made. The pastor will be happy to discuss the ceremony with the bride and groom.

CONFERENCES WITH THE PASTOR

Conferences between the pastor and the bride and groom deal with a wide range of matters pertaining to the marriage and the ceremony. As soon as possible after the engagement, the first conference should be scheduled (other conferences may be scheduled during the first conference).

REHEARSAL

A rehearsal is necessary for all weddings when there will be five or more major participants, (i.e., bride, groom, best man, maid/matron of honor, and pastor). The rehearsal should be held the day prior to the wedding and will last approximately one hour. ALL MEMBERS of your wedding party should be present, including parents of the bride and groom. It is helpful that the rehearsal begins promptly on time.

THE MARRIAGE LICENSE SHALL BE PRESENTED AT THE TIME OF REHEARSAL!!

MUSIC

Music greatly enhances a wedding service. Both the texts and the music should contribute to the Christian atmosphere. The organist has appropriate sacred music resources from which it is easy to make selections for your ceremony.

The organist is a part of the church staff and normally will play for all weddings in our church. If you plan to have VUMC's organist play for your wedding, please let the pastor know and we will have her contact you. If another organist should be desired, this will be arranged with the approval of our organist and the pastor.

HOLY COMMUNION

Holy Communion may or may not be celebrated. If it is, it is most important its significance be made clear.

1. The marriage rite is included in the Service of Word and Table.
2. There will be no pressure that might embarrass those who for whatever reason do not choose to receive communion.

UNITY CANDLE CEREMONY

This is a candle service symbolizing family unity. The bright flame of love is kindled with the light of life from the two families. Two candles are lit at the beginning of the wedding: the groom's parents or mother light(s) the first candle; the bride's parents or mother light(s) a second candle. Later in the service the couple will light a center candle with the flame from the first two.

Your wedding coordinator will be able to assist you in making your decision as to whether you would like to include this in your ceremony.

The church does not have a unity candle holder.

PHOTOGRAPHS OF THE WEDDING

NO FLASH PHOTOGRAPHS MAY BE TAKEN IN THE SANCTUARY DURING THE CEREMONY. Immediately following the wedding, the wedding party will return to the sanctuary for pictures. Those who wish to take pictures may do so then at the discretion of the official photographer. The designated photographer is permitted to take pictures during the ceremony from the rear of the church provided a flash is not used.

A videotape of the rehearsal and/or wedding is permissible. The person who videotapes should be approved by the pastor and/or wedding coordinator. Videotaping will be from a space designated by the pastor and /or coordinator.

DECORATING THE SANCTUARY

1. The design of Verona United Methodist Church lends itself to simplicity in decorating.
2. Arrangements for flowers and other decorations are made by the bride and her family. Coordinate the delivery time with the florist.
3. NOTHING (flowers, candles, etc.) ON THE ALTER AREA SHALL BE HIGHER THAN THE CROSS ON THE ALTAR. The cross is 24” high. Nothing (flowers, potted greenery, drapes, decorations, etc.) shall hide or distract the view of the communion table/altar. Flowers on the altar must be living; those off the altar may be silk.
4. The church has brass flower vases and liners that the family may use in preparing their floral decorations. These may be picked up from the church office four (4) days before the wedding.
5. It is the bride’s responsibility to notify the pastor and coordinator of the date and time the church is to be decorated.
6. The church will provide white paraments for the chancel area.
7. Carpeting, woodwork, walls and pews must be protected from marring and soiling. THIS MEANS NO SCOTCH TAPE, TACKS OR NAILS.
8. Two wooden oak candelabra are available at the church or you may get them elsewhere. There must be a plastic protective covering under each stand to keep wax off the carpet. Candles must be supplied by the wedding party and should be 12” *dripleless*.
9. Because of the carpet, a “wedding runner” is not necessary.
10. If you wish to leave the altar flowers for the worship service on Sunday, please sign the flower chart or contact the church office.
11. In ordering flowers for the bridal party, please DO NOT order a boutonniere for the minister; he will be wearing a robe.
12. If any damage occurs (AT ANY TIME FROM REHEARSAL, DECORATING, AND WEDDING) the “wedding party” will be fully responsible for damages.

ARRIVAL OF PARTICIPANTS

The church will be open at least two (2) hours before the time of the wedding, unless other arrangements are made and approved by the wedding coordinator.

The ushers should be on duty one (1) hour prior to the hour set for the wedding.

BIRDSEED/BUBBLES

Ecology-minded brides may furnish their guests with birdseed or use bubbles in place of the traditional rice or rose petals. ***Bird seed may NOT be thrown inside the church***

Celebration of Marriage

building. The wedding coordinator and members of the wedding party are to see that it is cleaned off the sidewalks and the vestibule before leaving the church.

SMOKING POLICY

VERONA UNITED METHODIST CHURCH ENFORCES A NO SMOKING POLICY INSIDE THE CHURCH.

ALCOHOLIC BEVERAGES

NO ALCOHOLIC BEVERAGES MAY BE USED, NOR ARE THEY PERMITTED ON CHURCH PROPERTY.

ADDITIONAL INFORMATION ABOUT CHURCH FACILITIES

Seating Capacity – 350
Length of Aisle – 60 feet

Dressing rooms are available for the entire wedding party. The groomsmen may use the choir room or Sunday School rooms. The bride and bride's party may use other rooms. The fellowship hall and main kitchen are available for your rehearsal and wedding reception, but you must schedule the use of these facilities at the time you schedule the wedding. Decoration policy is the same as that for the sanctuary.

RECEPTION

If the reception is to be held at the church, you should arrange for a caterer or someone you wish to do this. Some of the items available at the church are: a punch bowl, cups, tables, etc. This should be discussed with your wedding coordinator.

The Church does not provide services of a DJ. DJ services shall be negotiated separately and coordinated with the church's Sound Technician.

CLEAN-UP

The wedding party is responsible for leaving the sanctuary, fellowship hall, kitchen, hallways and dressing rooms, as they found them before their use. The custodian will clean all areas after family removes their possessions. The custodian is NOT responsible for arranging tables or chairs or cleaning kitchen appliances and washing dishes.

FEEES FOR NONMEMBERS

SEE THE FEE & SECURITY DEPOSIT SCHEDULE which is included in the FACILITY USE AGREEMENT at APPENDIX A

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ADOPTED BY THE CHURCH COUNCIL OF VERONA UNITED METHODIST CHURCH ON May 17, 2011

BY:

Jerry R. VanLear, Church Council Chairperson