

## **WEDDINGS AT DENNIS UNION CHURCH**

These guidelines are offered for your planning; it is our hope that your wedding day may be a wonderful and memorable event and that God's richest blessing may attend your marriage.

Dennis Union Church stands within a long Christian tradition which affirms the importance of the relationship of marriage, believing that marriage is, in the words of the United Church of Christ's Order for Marriage, a "sacred and joyous covenant". It has both public and private aspects. A Covenant is made between two people who are also in covenant with God. The covenant relationship is entered into through the exchange of vows. The guests who make up the worshipping congregation witness to this covenant. They also dedicate themselves to supporting and encouraging the couple as they seek to fulfill the promises made before God and to each other. Every wedding service additionally includes the elements of thanksgiving and dedication. The marriage partners and their families and friends give thanks to the Lord for bringing the couple together in love. And the couple dedicates their new relationship to God, seeking the guidelines and empowerment of the Holy Spirit and growth in the Christian faith.

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**In accordance with our Statement of Welcome, our Sanctuary is open for weddings to all persons, regardless of race, gender, age, ethnicity, sexual orientation, ability, or economic circumstance. Recognizing a sense of responsibility to the couple being married, and to the Christian understanding of the marriage covenant, the church's Board of Deacons support the following guidelines:**

### **RESERVING THE SANCTUARY**

Requests for weddings should reach the Pastor at least 60 days in advance of the proposed wedding date. Accommodation of your choice of dates will depend on availability of the sanctuary and approval by the Board of Deacons. Receipt of your non-refundable deposit confirms your reservation. A checklist for information regarding the plans for your wedding ceremony will be provided; please return to the church office as soon as information is available.

### **THE WEDDING CEREMONY**

Your wedding is a service of worship rooted in historic and traditional Christian rituals. The ordained minister who will officiate at your wedding will provide you an outline of the wedding service as usually conducted. We encourage you to participate in creating a service that honors the past, is faithful to the Christian traditions of marriage, and expresses your own love, lives, and relationship. If requested, other clergy may share in the ceremony with permission of the minister.

### **CLERGY, COUNSELING AND PLANNING**

The wedding service will be presided over by an ordained minister. Once a date for the wedding is confirmed, you'll receive contact details for the minister who will perform the service. Meetings prior to the wedding with the minister, as needed and as mutually agreed, for planning the wedding and discussing the upcoming marriage are encouraged. By special arrangement, permission may be extended to an ordained clergy person to co-officiate at the service.

## **LICENSES**

A marriage license must be obtained from a city or town clerk's office. In order to obtain a marriage license, the couple must file a marriage intention (both must appear in person) at a clerk's office no earlier than 60 days before the wedding date. Once the intention is filed there is a 3-day waiting period before the license can be picked up. Both must have a blood test done (not be more than 30 days old) for the clerk's office. **Couples planning to be married should inquire about the status of current regulations in obtaining a marriage license from the clerk's office.** The license must be presented to the officiating minister before the service -- usually at the rehearsal.

## **MUSIC**

It is assumed the church organist/pianist will play at all weddings when organ or piano music is requested, unless other arrangements are approved by the minister and the Organist.

Musical selections will be provided from the organist's standard wedding repertoire. Requests beyond the standard repertoire may be accommodated with an additional fee; music must be submitted to the organist in advance of the wedding date to allow preparation time. A request to utilize the services of another organist or other musician for a wedding service must be approved by the organist of Dennis Union Church. Music chosen for the wedding should be appropriate for a worship service — popular secular music should be reserved for the reception.

Additional musicians may be contracted only with the prior approval of the Organist, who shall in all events have the final responsibility for the music at the wedding. Music for performers provided by the couple must be received prior to the wedding date. If the organist arranges for musicians for the wedding, you will be notified of the cost involved and information for payment of services.

## **REHEARSALS**

A wedding rehearsal is highly recommended. Rehearsals usually are held on an evening during the week preceding the wedding day. All participating in the wedding should be in attendance to eliminate unnecessary confusion and uncertainty during the actual wedding service.

## **PHOTOGRAPHY AND VIDEOGRAPHY**

To maintain the integrity of the religious ceremony, Dennis Union Church provides these guidelines for your photographers and videographers:

- A designated wedding photographer may photograph throughout the marriage ceremony, as long as he/she is unobtrusive.
- The wedding service may be video and/or audio-taped as long as these procedures do not interfere with the worship service. Please consult with the minister in advance.
- Additional photographs may be staged after the ceremony.
- Guests with cameras should be asked by the ushers to refrain from taking pictures during the service.

## **FLORISTS AND FLOWERS**

The church office can provide referral to a local florist if you need assistance. Bows, flowers, or other decorations used to decorate the pews must be attached with ribbon or string, or as arranged with the Sexton. Unity candles or other objects to be used in the ceremony must be provided by the wedding couple.

## **OTHER GUIDELINES:**

- The church will provide an order of worship (bulletin) for the guests at your request. Copy for the bulletin must be received by the office at least 5 days in advance.
- Guest books should be provided by the wedding couple. There are stands for guest books at both entryways.
- No rice, confetti or birdseed may be used in Dennis Union Church or on the Church grounds.
- No alcoholic beverages may be served anywhere on the Church property or grounds.

## **A MESSAGE OF GOODWILL**

We hope to make your entrance into married life together a memorable, joyful, and spiritually significant occasion. This can be a stress-filled time for you — it is our hope to make your wedding something to be enjoyed, rather than simply endured. We stand ready to listen and respond to your questions and concerns.

May God bless you as you plan your wedding and life together!

<b>SPECIAL SERVICE FEES FOR WEDDINGS</b>		
	Members*	Non-Members
PASTOR	\$200	\$300
ORGANIST**	\$225	\$225 + \$25 for rehearsal
SANCTUARY	\$0	\$300
Custodial Fee	\$100	\$100
FELLOWSHIP HALL	\$0	\$300
Custodial Fee	\$100	hourly
DVD / WEBCAST	\$125	\$125
*including immediate family members		
** See notes for additional detail		

NOTES:

- The fee for the pastor includes up to two counseling/planning sessions, crafting the wedding ceremony, conducting the wedding rehearsal, and officiating at the wedding. Please make the check payable to the minister doing the service.
- Fee for the organist includes a one-hour consultation, the rehearsal and the wedding. A fee of \$50 per hour is charged for additional rehearsals required for music beyond the standard repertoire and for preparation and rehearsal time with additional musicians, such as soloists and/or participating instrumentalists.
- **The fee for use of Dennis Union Church is due upon booking and is non-refundable; all other fees are due at the rehearsal to help the wedding day go more smoothly.**
  - Please make out separate checks for the minister, organist and sexton.
  - Fees for the sanctuary, use of Fellowship Hall and A/V recording are made out to Dennis Union Church and are also due at the rehearsal.

**FELLOWSHIP HALL GUIDELINES:**

Fellowship Hall is available for receptions following your wedding as outlined in the fee schedule.

**In addition to the fee for use of the hall, the services of the sexton must be arranged to cover the reception and clean-up afterward.**

Food served at a reception must be provided and served by family or caterer. The kitchenette next to Fellowship Hall has a microwave, home-size refrigerator and sink only. There is no provision for heating food or dishwashing.