

**WEDDING USE POLICY NEW BRIDE/GROOM  
TRINITY UNITED METHODIST CHURCH**

**I. GENERAL CHURCH POLICIES**

- A. **SMOKING:** Smoking is not permitted in any part of the building at any time regardless of function or personnel involved.
- B. **ALCOHOL:** The use of alcoholic beverages of any kind in or upon church property is not permitted.
- C. **CHILDREN:** Children will be supervised in or upon church property at all times by parents, guardians, teachers, or leaders.
- D. **ORGANIST:** The church organist is employed at all functions where the organ or piano are used. Arrangements can be made for other instrumentalists.

**II. WEDDING POLICIES**

- A. **FULL PAYMENT OF ALL FEES AND HONORARIA:** Must be made seven (7) days in advance of the wedding. Non-payment within seven days will be the same as a notice of cancellation. (All checks will be held until the date of the wedding.)
- B. **WEDDING LICENSE & FULL LEGAL NAMES OF WITNESSES:** Must be in Church Office seven (7) days in advance of wedding.
- C. **\$100 DEPOSIT** is due at the time that the wedding date is set or within a week thereafter. This \$100 deposit is in addition to the fees listed below. The deposit will be refunded after the wedding **if all policies listed here are followed and no additional cleaning is needed.**
- D. Candelabra and candles are available for wedding use at no additional charge. The Church will provide non-drip white candles, which must be used.
- E. Wedding party provides unity candle and 75 ft. aisle runner, as needed.
- F. **No flash photography is allowed after the bride reaches the altar. Discuss videotaping the ceremony with the pastor prior to the wedding.**
- G. For the safety of those who use the church and due to difficulty in cleaning, the use of rice, birdseed, confetti, and flower petals are prohibited on Church property.
- H. The Church will be open one hour prior to the wedding and closed one hour after the wedding unless other arrangements are made.

**II. WEDDING FEES**

	<u>Non-Members</u>	<u>Members</u>
Sanctuary Wedding	\$250	no fee
Pre-Marital Counseling Inventory	\$35	\$35
Custodial Fee (all weddings)	\$50	\$50
Wedding Host/Hostess	\$50	\$50
Sound Person	\$50	\$50
Organist Fee (rehearsal and wedding)	\$100	\$100
Organist Fee (chapel wedding/no rehearsal)	\$75	\$75
Additional Organist Fee practice with vocalist	\$25	\$25
Vocalist (available upon request)	\$75	\$75
Pastor's Honoraria	\$150	donation

Fees can be paid in check or money order. The wedding fee is paid to the church and all other fees are paid to the individuals. The pastor will supply the names of those receiving fees.