



Planning Your Wedding Day

At

Central United Methodist Church

5 West Marvin Avenue
Linwood, New Jersey 08221

CHURCH OFFICE – (609) 927-4882
WEDDING CONSULTANT – Mrs. Debi Sickler – (609) 377-0164



SCHEDULING A WEDDING

If you would like to be married at CENTRAL UNITED METHODIST CHURCH, your first step will be to fill out the attached application. When we receive your completed application an appointment will be set up with one of our pastors to discuss your wedding **before** it will be approved. Once your wedding is approved, our Senior Pastor will determine who will officiate at your service so if you have a preference please be sure to note it on your application. Please do not assume that your wedding date is approved at our church until you are notified of the final decision by our Senior Pastor.

Our Wedding Consultant should be contacted after your wedding has been scheduled at our church to begin planning the music and various details related to your wedding ceremony here at the church.

COUNSELLING

Your wedding is the beginning of a life together as one. The United Methodist Church believes that this investment deserves thoughtful discussions and counselling to insure a better start to one of God's greatest life experiences. Shortly after your wedding is scheduled, the Pastor for your wedding will schedule a time to meet with both partners to begin premarital counselling. We require that every couple who will be married at our church participate in several counselling sessions as determined by their Pastor

MUSIC



Our Pastor is in charge of your wedding ceremony but our church's organist is in charge of all of the music presentations that will be performed in connection with your wedding. Our organist is a professional musician who will be responsible for making sure that all of the music is of a high quality and appropriate for a service at our church.

No one other than our church organist is permitted to play our church organ, piano, or any other instruments in our church sanctuary without his/her authorization. Our organist will work with you to create special music for your service including arrangements requiring soloists and other instrumentalists. Our church organist will be reimbursed at the same pay rate, noted under wedding expenses, if you negotiate to have another approved musician play our organ or piano.

TECHNOLOGY

In addition to operating our sound system during your wedding, our audio-visual tech team will need to know of any special requests that you may have well in advance of your wedding date. As is true with any church, we have certain systems' limitations but will do our best to work with you to make your day special.



THE REHEARSAL

The wedding rehearsal is held the day before the wedding unless other arrangements are made. Please be sure that you and your wedding party arrive on time.

Our Wedding Consultant will remind you to bring your marriage license, your wedding programs, a unity candle (If you are using one during your wedding ceremony.), and a check made out to Central United Methodist Church covering the total amount of expenses for your wedding (These costs will be reviewed in advance with you.). Our Wedding Consultant will collect all of the above items including your check (Our Wedding Consultant is the only staff member to whom you should make your payment.) before the rehearsal begins.

THE WEDDING CEREMONY



Your wedding ceremony at Central United Methodist Church is a sacred religious service reflecting the union between Jesus Christ and the church. You will plan your ceremony with your Pastor during your counselling sessions and we encourage your participation in the design of your ceremony (For example you may want to write or select your own vows.).

The basic order of worship, however, is predetermined by the traditions of the United Methodist Church. As in all cases involving worship within the life of the church, the officiating Pastor from our church is in charge and will make all the final decisions.

WEDDING CONSULTANT

Our Wedding Consultant will work with you to make your day a very special one! Our Consultant will be present at your rehearsal, the evening before your wedding, and will actively be working on the day of your wedding. Our Consultant will be able to answer any questions that you or your family may have about your wedding in the days leading up to your wedding date as well as on that day.

Central's Wedding Consultant's primary role is to assist you and your wedding party during both the rehearsal and your wedding ceremony especially upon your arrival for your wedding. She will also be working with and assisting our Pastor and Organist.

Our Wedding Consultant is also available to help coordinate other aspects of your wedding for an additional fee that will be determined in consultation with our staff member and approved by the pastor.

CHURCH RECEPTIONS



Arrangements can be made to hold your reception in our church's 'Adam's Hall' (our fellowship hall) or in our basement facilities. Please speak with our Wedding Consultant for more information and to obtain a copy of the rules for such usage.

GENERAL WEDDING GUIDELINES

- We do not allow the use of rice either inside or outside of the church.
- Only silk or artificial flowers or flower petals are to be used by the flower girl(s) within the church building if they are to be dispersed on the floor before the bride walks down the aisle.
- The wedding party is responsible for notifying your florist that all flowers must be placed upon the altar area in water-tight containers. The florist may not leave flowers on the communion rail. All ferns must be removed from the sanctuary following the wedding ceremony. You may leave your flowers for our Sunday worship services if you choose. Before your wedding date, your florists should make arrangements with the church office staff for the delivery and set-up of your flowers.
- Please notify your photographer that photographs may be taken with or without flash on the main floor of the sanctuary before or after the service as well as during the processional and recessional. Our balcony area is available for non-flash photographs and video recordings. Photographers/Videographers must check with the Pastor and/or Wedding Consultant before the wedding for additional instructions and for any other requests.
- We welcome the participation of clergy from other United Methodist churches or from other denominations. If you would like a selected pastor or priest to co-

officiate, please make arrangements with the Pastor in charge of your wedding who will make a formal invitation to the other clergy member. As a general rule, we do not allow other clergy to use our sanctuary without having one of our pastors present and/or participating in the service.

- The use of alcoholic beverages is strictly prohibited on church grounds. **Violation of this provision may lead to the cancellation of the wedding ceremony even on the scheduled date of your wedding.** It is your responsibility to insure that no member of the wedding party violates this rule.
- Our church and our church property is a “clean air” zone and **the smoking of cigarettes or other tobacco products is strictly prohibited before, after, or during your wedding ceremony and wedding rehearsal.**

WEDDING EXPENSES at CENTRAL UNITED METHODIST CHURCH

There are certain expenses involving a wedding that the wedding party will be responsible for. The following are the ‘normal’ expenses for your wedding and every wedding at our church. Additional expenses may be incurred for soloists, music rehearsals, or other additions to the ceremony requested by the couple and approved by the Pastor.

Pastoral Services - **\$200**

Organist/pianist - **\$150**

Custodian - **\$75**

Media Technician - **\$100**

Wedding Consultant - **\$100**

Pre-Marital Inventory Process (If used) - **\$50**

Non- member use of facilities:

- Sanctuary - **\$500**
- Chapel - **\$100**



**AGREEMENT and
UNDERSTANDING**
*of the Wedding Expenses and Policies of
Central United Methodist Church*

My partner and I have reviewed the wedding policies and guidelines of Central United Methodist Church of Linwood, New Jersey. We are requesting that our wedding service be held at the church and agree to follow those rules and policies.

We have also reviewed the listing of 'wedding expenses' at Central United Methodist Church and agree to pay in full those expenses that are related to our upcoming wedding. **We understand that the payment is due on the night of our rehearsal** with the payment being made out to Central United Methodist Church.

_____ I am a member of Central United Methodist Church and I have reviewed and agree to the fees for my wedding including the expenses for the pastor, organist/pianist, wedding consultant, technician, and pre-marital inventory (If applicable). I understand that if I have any questions these can be reviewed with the Wedding Consultant or the Pastor.

_____ Neither of us is a member of Central United Methodist Church and we have reviewed and agree to the fees for my wedding including the expenses for the pastor, organist/pianist, wedding consultant, technician, and pre-marital inventory (If applicable). I also understand that as non-members, we will also be paying an additional church usage charge of \$500.00 for the church sanctuary (\$100 if the church chapel is being used.).

NAME

DATE

Date of Wedding

CENTRAL UNITED METHODIST CHURCH LINWOOD, NEW JERSEY
APPLICATION FOR MARRIAGE CEREMONY

NAME OF BRIDE _____ CELL PHONE _____

ADDRESS _____

BIRTH DATE _____ AGE _____ RELIGIOUS AFFILIATION _____

MARITAL STATUS (check one) SINGLE _____ WIDOWED _____ DIVORCED _____

OCCUPATION _____ E-mail _____

NAME OF GROOM _____ CELL PHONE _____

ADDRESS _____

BIRTH DATE _____ AGE _____ RELIGIOUS AFFILIATION _____

MARITAL STATUS (check one) SINGLE _____ WIDOWED _____ DIVORCED _____

OCCUPATION _____ E-mail _____

REQUESTED DATE OF WEDDING _____ TIME _____

REQUESTED DATE OF REHEARSAL _____ TIME _____

WEDDING PARTY WILL INCLUDE _____ GROOMSMEN _____ BRIDESMAIDS
_____ RINGBEARER _____ FLOWER GIRL

BRIDE'S MOTHER _____ WIDOW _____ DIVORCED _____

BRIDE'S FATHER _____ WIDOW _____ DIVORCED _____

GROOM'S MOTHER _____ WIDOW _____ DIVORCED _____

GROOM'S FATHER _____ WIDOW _____ DIVORCED _____

BEST MAN _____

ADDRESS _____ PHONE _____

MAID/MATRON OF HONOR _____

ADDRESS _____ PHONE _____

BRIDE WILL BE ESCORTED TO THE ALTAR BY _____

(Give name and relationship)

SPECIAL CEREMONY REQUESTS: (Be specific; all requests must be approved by Officiating Pastor)

PRESENTATION FLOWERS _____

UNITY CANDLE _____

PARTICIPATION OF OTHER PASTOR (name and affiliation) _____

SOLOIST _____

COMMUNION _____

OTHER (Specify): _____

SIGNATURE _____ DATE _____

(Upon receipt of this application the Pastor will contact you to confirm or negotiate the requested date, and to establish counseling appointments. **No date will be considered final** until that confirmation is granted.)