

# WEDDING POLICY

## POWELL UNITED METHODIST CHURCH

The following guidelines are to assist you in successfully planning your wedding ceremony. Representatives of this church are committed to helping you prepare for this sacred event and your spiritual journey in marriage.

### *To Reserve a Wedding Date*

Please contact the church office at (614) 847-3703 or [office@powellumc.org](mailto:office@powellumc.org) to inquire about date availability and the process of application.

### *Fees*

When the application is confirmed, the couple may hold the date with a **non-refundable deposit** of \$75 for church members and \$200 for non-members, due within 7 days after notification that the date is available. **An additional deposit of \$200 is due from non-members six months prior to the date of the wedding. All deposits are non-refundable and will be applied to the fees below.** The fee balance is due to the church office two weeks prior to the wedding service.

*Members are those persons who have joined the church one year prior to the time of application.*

	<i>Member Fees</i>	<i>Non-member Fees</i>
Church	No Charge	\$ 400
Clergy	\$ 300	\$ 300
Wedding Fees	<u>\$ 650</u>	<u>\$ 650</u>
<i>(includes building usage, wedding logistics coordinator, audio technician &amp; organ bench fee)</i>		
<b>Total for required fees:</b>	<b>\$ 950</b>	<b>\$1350</b>
Holiday surcharge <i>(if applicable, see contract)</i>	\$ _____	\$ _____
Total Fees:	\$ _____	\$ _____

### *Pre-marital Sessions with Clergy*

Couples married at Powell United Methodist Church (PUMC) are required to participate in sessions of pre-marital conversations with, or approved by, the clergy performing the ceremony. During one of these sessions, the clergy will assist you in planning the order of worship of your ceremony. Appointments should be scheduled four to six months in advance of the wedding, based on the pastor's availability.

### ***Guest Pastors***

- By invitation of the officiating clergy, a guest clergy may assist in the wedding.

### ***Ceremony***

- The wedding music is expected to be appropriate for a Christian wedding ceremony and is subject to approval by the clergy.
- The organist can play the organ and/or the piano for your ceremony.
- A guest organist may be used at the invitation of the church organist.
- Flash photography may be used during the processional and recessional but not during the ceremony.
- Videography is allowed from the church balcony or the rear of the church.
- Photographers and videographers should consult with the Wedding Logistics Coordinator prior to the service.

### ***Wedding Logistics***

- PUMC has a wedding logistics coordinator who will serve as a point of contact for logistical questions and on-site plans.
- She will meet with the couple prior to the wedding and will be present at the church during the rehearsal and the ceremony.

### ***Building Usage***

- Powell United Methodist Church requires that all persons using the church be respectful of the worship space and all the church property.
- Weddings will not be scheduled later than 5:30 pm on Saturdays.
- Unless other arrangements are made, the wedding rehearsal will take place the evening preceding the date of the ceremony.
- Alcohol is NOT permitted on church property at any time. Alcohol on church premises may result in cancellation of the ceremony.
- Powell United Methodist Church is a smoke-free facility.
- The assigned space is available for a total of five hours, starting two hours prior to the start of the service.
- Rooms are available on request to dress and prepare for the ceremony, please leave rooms as you found them.
- The church will not store items for individuals prior to or following the ceremony. Please make arrangements to have someone remove items belonging to the bridal party before heading to the reception.

### ***Ceremony Decorations and Details***

- Details about decorations should be discussed with the wedding logistics coordinator.
- End of ceremony plans are to be discussed with the wedding logistics coordinator.
- Aisle cloths are not permitted.
- If ceremony programs will be used, they will be provided by the couple.
- Unity candles and family tapers are permitted and provided by the couple.
- Aisle candles are not permitted.