

What a wonderful time! We extend to you our best wishes as you prepare for this special day in your lives. We offer these guidelines to help you in your planning.

You should notify the Pastor of your intent as early as possible. The date will have to be cleared on the church calendar and a time established to meet with you. There will normally be three meetings. The first is to gather basic information and to reflect together about your life journeys which have brought you to this time and place. The second is to focus in on issues that you have identified as challenges for you or that are frequently pivotal issues within a marriage. The third is to construct an order of worship that incorporates our Christian heritage and your desires. The service will reflect the integrity of both. The service should bear the marks of who you are as well as Whose you are.

If you wish to have an organist play for your service, the Pastor will give you a list of persons you may contact. Depending on whether there are additional rehearsals with soloists, you should expect to pay a fee of \$75 - \$175.

If you have other music in mind, perhaps on an iPod or CD, you will need to assign a person to be responsible for playing that. Our sound system has the capacity to be connected to a number of different devices. The appropriateness of all music should be checked with the Pastor.

An appropriate fee will be charged for any custodial services rendered.

If you wish to hold a reception in Webster Hall, you should know that we limit the use of alcoholic beverages to the traditional wedding toast.

Decorating the sanctuary with bows, flowers, etc. is allowed. We expect that if you tape anything to pews that you will remove them after the service. We ask that no confetti, rice, etc. be thrown on the church grounds. The throwing of bird seed only outside is permitted.

Flash pictures may be taken of the processional and recessional marches. We expect that once the service begins that there will be no flash pictures during the service. Video equipment should be stationary.

For members, there will be no fee for the use of the sanctuary nor is there a fee for the services of the Pastor, though an honorarium is appropriate. You might also consider making a donation to the Deacons' Fund, which supports our ministry to those in our community who are in need.

For non-members, an honorarium of \$150 is suggested for the Pastor, as well as a contribution to the Deacons' Fund of \$150, in lieu of fees for the use of the sanctuary. The fee for the use of the social hall for a reception is \$50 - \$100, depending on the length of time and number of guests.

...Adopted by the Board of Deacons' in May 2012