

Wedding Policy

Please read over the wedding policy in full before planning to have your wedding at Minor Memorial. A wedding ceremony at Minor Memorial means that you desire to have a Christian ceremony that is worshipful in nature.

MINISTER'S POLICY

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Divorces and the breakdown of the family concern us all. I feel it is important for any pastor to require a couple to engage in serious dialogue and self-examination of their lives and relationship before agreeing to marry the two persons. The couple who asks me to perform their wedding ceremony must be willing to meet with me 3 times for one hour counseling sessions. Counseling sessions need to take place 2-6 months before the wedding. We will use the Prepare-Enrich Pre-Marital Assessment for our sessions together.

I reserve the right to decline to participate in any wedding ceremony.

I expect the MMUMC Wedding Policy as set forth in the following pages to be followed; I encourage any couple/ wedding coordinator to come to me with questions. It is important that the ceremony, first and foremost, is an act of worship.

I do not charge for weddings; honorariums are at the couple's discretion.

What if we want another minister to officiate our wedding?

Only at my invitation can another minister perform a wedding at MMUMC; this is standard for United Methodist churches. So, please talk to me BEFORE asking another minister to preside. If I talk to the minister and he/she agrees to certain guidelines and expectations, then I am willing to allow another minister to officiate. Please understand that Minor Memorial has entrusted me to insure that any services that take place in our sanctuary do not contradict our beliefs as a United Methodist Church.

WEDDING/SANCTUARY POLICY

The couple will be asked to provide a director for the wedding; this is the contact person for the minister on the day of the wedding. The minister is in charge of the ceremony, but the director is responsible for all other aspects of the wedding to help everything flow as smoothly as possible on wedding day. The director may be a professional or a friend/family member. The director needs to have full understanding of the church's policy; please contact the minister or office with questions.

The wedding license must be presented to the minister before the wedding ceremony, preferably at the rehearsal. The minister will sign the license only after the ceremony is complete. It must be signed to be legal.

The pastor is the only one who may perform weddings in the sanctuary unless arrangements have been made per minister's policy.

The wedding party may use other rooms in the church for getting dressed, but these need to be cleared once the ceremony is completed.

DECORATIONS

Please discuss with the church office when you would like to begin decorating for your wedding. Typically this is only allowed to begin the day prior to the ceremony.

Make arrangements with the church office if you need a key to get into the church for decorating and/or getting ready on wedding day.

None of the pulpit furniture (cross, altar candles, pulpit lectern, altar) or other furniture should be moved or disturbed unless under staff supervision. There are microphones and other items that could be damaged.

No clamps may be attached to pews unless there is padding between the clamp and the pew.

No thumb tacks or other materials that damage walls or furniture may be used.

Only dripless candles are accepted.

The florist should contact Church Office (662-781-1333) in order to make arrangements to get into the building. Office hours are: Monday-Thursday, 9 am-5 pm & Friday, 9 am-1 pm.

PICTURES

Pictures should be taken primarily before or after the ceremony. Once the wedding party has entered, all cameras need to be in a stationary location. Photographers and videographers are not permitted to walk around during the ceremony to get pictures from different angles. There does not need to be any flash photography during the service. It is ok to take flash photography as the wedding party enters, but again, once everyone enters and the service actually begins, all cameras need to be in a stationary location with flash off.

MUSIC

The sound board may only be used by one of our sound board operators. If you need microphones, music played, etc., you will need to indicate this on the wedding request form. This is a \$75 fee.

If you have someone who would like to play the piano/organ, prior approval must be given by the Minister and Music Director. You may personally contact our pianist about playing for your wedding, but this will be done at her discretion and cost.

ALL music chosen for the ceremony should be either instrumental or religious in nature. A lot of secular songs are not appropriate for a religious ceremony. If there is a question about a song choice, please ask the Minister as early as possible. The church reserves the right to deny a song request if it is not appropriate.

ADDITIONAL ITEMS

There will be no smoking/vaping anywhere inside the church.

There will be no food or drinks carried, served, or consumed anywhere in the church except in the kitchen or the fellowship hall.

No alcoholic beverages of any kind may be used in the church or anywhere on church property (including the parking lot).

No rice is to be used. Only bird seed is to be used and it is only to be thrown outside of the building.

FELLOWSHIP HALL/KITCHEN POLICY

Please follow all guidelines listed under Facility Usage Guidelines; (p. 2 & 3).

Our After School Care uses the Fellowship Hall and Kitchen until 6:00 pm Monday through Friday. No one is allowed to prepare or set up during these hours unless special permission is granted. Please keep in mind that the After School Care has first priority.

Only the stove, oven, tables, and chairs are to be used for the reception. The refrigerator may only be used the day of the wedding.

FEES

Deposit: A \$200.00 deposit is due with your wedding request form to hold the date. Weddings will not be put on the church calendar until the deposit is paid. If there are no damages, your deposit will be returned within 7 days after your wedding.

Sanctuary & Fellowship Hall Use: Non Members fee is \$800. Members fee is \$75 (for cleaning).

Sound Board Operator (Rehearsal & Wedding): \$75 (Non Member and Member)

Before Leaving Space Please:

- Pick up trash and take all trash (including restrooms) to dumpster.
- Clean tables and kitchen counters.
- Sweep all floors, but do not mop.
- Replace all furniture to its original location.
- Remove all decorations.
- Check to make sure you are not leaving food in fridge or freezer.
- Clean and put away any dishes and utensils used.
- Make sure all lights and fans are turned off.
- Make sure to lock all doors when you leave.



WEDDING REQUEST/ RESERVATION FORM

Before filling out this form, please be sure that you have read over the Wedding Policy carefully. *Wedding dates must be cleared with church office and minister and your deposit must be paid prior to finalizing. If you have any questions, please contact the church office (662-781-1333).

Bride's Full Name: _____ Contact Number: _____
Mailing Address: _____
Email: _____

Groom's Full Name: _____ Contact Number: _____
Mailing Address: _____
Email: _____

Today's Date: _____

*Requested Date of Wedding: _____ Requested Time: _____

*Requested Date of Rehearsal: _____ Requested Time: _____

Is the bride or groom a member of Minor Memorial UMC? _____

Who do you want to officiate the wedding ceremony? _____

Are you willing to participate in required pre-marital counseling? _____

Will you need someone to run the sound board? _____

Approximate number of bridesmaids/groomsmen? _____

Approximate number of guests at wedding? _____

Will you need to use the Fellowship Hall? _____ If yes, when? _____

Please submit your request with a \$200 deposit that will be refundable within 7 days after the wedding if nothing is damaged and if couple abides by wedding policy. We will not process your request without deposit.

Responsible Party Signature: _____ **Date** _____

For Office Use only: \$200 Deposit Total Fees: _____
 Paid

Usage Request approved by: _____ Date: _____