

Weddings

at



First United Methodist Church of Marietta

56 Whitlock Avenue

Marietta, GA 30064

770-429-7800

Welcome to First United Methodist Church of Marietta (MFUMC)!

We are pleased that you have chosen our church for your wedding. It is our wish to do everything possible to make this a joyful experience and an appropriate expression of our mutual faith in Christ and in the Church.

Your wedding in the church is, of course, a service of worship. When two people enter the holy bond of marriage, you not only pledge to each other your faith and trust, but you also enter into a covenant with God. The selection of music, flowers, greenery, candles, and scripture should elicit a sense of reverence, dignity, and joy among all participants, as well as a faithful sensitivity for the integrity of the church and the traditions of our faith.

Church staff and members will assist you and we trust that all your relationships here will be warm and friendly. Even if you are not a member of the church, we consider you part of our church family during your time here.

One of the most important things you can do to make your wedding a happy and memorable occasion for you, and all concerned is to read through this booklet and become familiar with its details.

It is the responsibility of the bride and groom to ensure that the wedding party, the guests, the photographer, the florist, the caterer, the musicians, and all other participants observe these policies. Please contact the church Wedding Coordinator with any questions or requests for clarification.

SCHEDULING:

To schedule a wedding, contact the Wedding Coordinator at 770-429-7800 to determine the availability of the desired date. A tour of the church can be scheduled at that time. Upon completion of tour of the wedding facilities and confirmation of date availability, the couple can complete a wedding application and pay the non-refundable deposit as a contract and the wedding will then be booked with the church. Completing the application and paying a deposit indicates that the couple has read and understands the Wedding Policies and intends to follow the stated policies. The booklet of policies can also be found on our website.

The coordinator will schedule the date with one of the ministers of Marietta First United Methodist Church and with one of our Wedding Directors.

We do not schedule weddings on Holy Days (Easter, Christmas), on legal holidays or when large church events are scheduled.

AVAILABLE FACILITIES:

Sanctuary—seating for 700

Latimer Chapel—seating for 80

Log Cabin Chapel—seating for 30

Park Pavilion—seating for 100, grassy area – 300+ (chair rentals required) Hodges Garden—seating for 50 (chair rentals required)

RECEPTION FACILITIES:

(Wedding Receptions are available for member weddings only and subject to Church calendared events.)

Reception Locations:

Family Life Hall - Seating for 200 with dance floor

Seating for 250 without dance floor

Reception Hall - Seating for 125 with built in dance floor

Wedding receptions are scheduled to last no more than three (3) hours and must conclude by 9:00 p.m. Receptions are allotted no more than twelve (12) consecutive hours for delivery of food/materials, decorating, caterer preparation, the reception itself, and removal of all items at the conclusion of the event.

The church's Wedding Coordinator can provide additional information regarding reception planning.

OFFICIATING MINISTER AND CEREMONY:

A minister of Marietta First United Methodist Church presides over every wedding. The wedding service conveys a sense of the decorum and awe, as well as ministerial leadership, that under girds the worshiping life of this congregation. All wedding services will follow the traditions and rituals of the United Methodist Church, as found in The United Methodist Book of Worship.

GUEST MINISTERS:

Any request for a guest minister must be approved by the Senior Minister of MFUMC. Ordained ministers of the United Methodist Church may participate in weddings if approved. Guest ministers who are not ordained in the United Methodist Church may participate on a limited basis (offering a prayer or scripture reading) and must be approved by the Senior Minister of MFUMC. If you are considering a guest minister, please address this at the time of booking with the Wedding Coordinator.

PRE-MARITAL COUNSELING:

Pre-marital counseling with the officiating minister is a requirement for marriage. Please schedule your initial meeting with the officiating minister shortly after your wedding is booked. They will discuss pre-marital counseling with you. Couples can receive their pre-marital counseling through an outside source, or the officiating minister can guide you through this process. It is the responsibility of the bride and groom to schedule a meeting with the minister at least six months prior to the wedding.

MARRIAGE LICENSE:

It is the responsibility of the couple to obtain the marriage license. If both the bride and groom are residents of the state of Georgia, you can obtain a marriage license in any Georgia county. If the bride and/or groom are out of state residents, you must obtain the marriage license in Cobb County. Please bring the license to the rehearsal. The rehearsal will not proceed without a valid license. After the wedding ceremony, the officiating minister will sign the license and it will be mailed to the Cobb County Courthouse. Couples will need to contact the courthouse to obtain a copy of the license.

WEDDING DIRECTOR:

The church will assign a trained Wedding Director to each wedding. The Director is the contact person for any questions concerning your wedding once wedding is booked. The Director is responsible for conducting both the rehearsal and the wedding which includes the traditions of seating, processions, recessions, and placement of the wedding party. Each director will have an assistant to help coordinate on the wedding day.

Outside bridal consultants are welcome to help the bride and her attendants in the Bride's Room/Parlor. Once the bridal party leaves the Bride's Room the Director will coordinate the activities of the wedding party.

Once your Wedding Director is assigned, they will contact you to confirm contact information, date, and times. At this time, you will set up a time to meet in person to review your ceremony. Your director is available to answer your questions by phone or email. or if there is a need or questions, another in-person meeting can be set-up.

MUSIC:

A wedding is a sacred service and the music should be conducive to the worship of God. It should be in keeping with the magnitude of the wedding yet reflect its festiveness as well. Only live music is allowed at a wedding service. No tapes or CDs are allowed.

Classical and contemporary selections should emphasize not only the love shared by the couple, but the love God has for them. Secular songs are more suited to the reception following the ceremony. Our church organist plays for all weddings, at our pipe organ (we are currently in the process of installing our new pipe organ. Your wedding director will keep you apprised of the installation.) or our Steinway piano. If the organist is not available on your date, they will identify guest organists familiar with our organ and piano.

After the wedding date is approved, please make an appointment with the organist to select the music and arrange for desired soloists and guest musicians. This should be done at least two months prior to the wedding date. The church organist has a wealth of resources and information for planning wedding music and is happy to assist you. Our organist will consult with you about organ selections, soloists or instrumentalists. The organist must approve all music, including the texts of soloist selections and/or outside musicians at least 4 weeks before the service.

Rehearsal times for guest musicians must be arranged with the church organist not less than 2 weeks prior to the wedding. Vocalists are responsible for arranging with the organist for rehearsals. It is the responsibility of the soloist and instrumentalist to provide their music in the proper key prior to the rehearsal.

The music selection you will need to make are listed below. Our music staff well versed in wedding music selections and can help couples with their selections.

Prelude Music

Music played as guests enter the Sanctuary prior to the wedding. Our music staff have many music selections they can play. Any specific pieces can be added.

Processional

1 or 2 pieces can be played (or sung if desired) as grandmothers, mothers, wedding party, flower girls, and ring bearer's process. Consider the size of your wedding party when choosing between 1 and 2 selections.

Bridal Processional

Music piece that announces the bride's entrance.

Soloist/Instrumental Music

A solo/duet or special instrumental piece can be used at certain points in the wedding ceremony.

Recessional

Music that indicates the wedding is complete and the bride and groom, wedding party and parents exit the Sanctuary.

A list of suggested wedding music is attached.

SOUND ENHANCEMENT:

MFUMC is equipped with sophisticated sound system that enables your guests to hear and enjoy all that is spoken and sung. Only the church's staff sound technician may operate the sound equipment of the church. Sound for our outside venues requires rental.

REHEARSAL:

The wedding rehearsal is important for each participant in the ceremony. Every member of the wedding party must be present and on time.

Rehearsals are scheduled for one hour. We cannot delay the start of the rehearsal to wait for members of the wedding party to arrive. Ask your wedding party to arrive 15 minutes earlier than the scheduled time of your rehearsal. Be sure to allow for afternoon traffic.

The order of worship, traditions of seating, placement of attendants, and instructions to the ushers, groomsmen, and bridesmaids are reviewed at the rehearsal.

Your Wedding Director will provide all direction during the rehearsal. The minister may or may not attend the rehearsal.

The organist at MFUMC does not attend the rehearsal. Soloists and instrumentalists must arrange another time to practice with the organist. Practice involving church sound equipment must be scheduled at another time. A sound check is available two hours prior to the wedding.

PROGRAMS:

If you wish to prepare a printed program to distribute to wedding guests, please discuss the order of service and the music selections with the assigned minister and organist, respectively. A typical order of service can be found in this handbook. Please submit a proof of your program to your Wedding Director before going to print. Printing of the program is the responsibility of the couple.

FLORIST/DECORATIONS:

The Sanctuary and other wedding areas of MFUMC are beautiful and conducive to worship in their design even if no extra decorations are used for the wedding. We encourage a minimum of decorations so that the beauty of the setting may be experienced and that nothing will detract from the sanctity of the wedding. To ensure that there is no distraction, we have instituted the following guidelines, which apply to all wedding florists.

- The church is available 3 hours prior to the ceremony for decorating.
- All decorations should be in place 2 hours before the start of the ceremony to allow for photos.
- Only live arrangements may be used.
- No tape, nails, tacks, staples, or any form of adhesive may be used to attach decorations to the woodwork, furniture (including pews) or floors.
- Mechanical candles are provided by the church.
- The church has brass candelabras that may be used during your wedding.
- Candles or open flames may not be carried by anyone or mounted outside the Chancel rail.

These policies are set in accordance with our insurance and the City Fire Marshall.

- No arrangements are permitted on the Altar table or Altar railing.
- Aisle runners/cloths are not permitted.
- No church furnishings (including the cross) may be moved.
- Seasonal decorations (such as Christmas greenery already in place) may not be removed for a wedding.

- The florist must remove all decorations immediately following the service. The church does not remove decorations or store the florist's candelabras or other items. The church is not responsible for any floral supplies left after the service.

If your florist has not worked at MFUMC, it is strongly advised they make a site visit to view and measure decorating areas.

Some wedding parties request to leave their floral arrangements for use in Sunday worship in honor or memory of special family members. Volunteers rearrange the flowers for homebound and hospital patients. Please inform the Wedding Director if you will leave your flowers. The flowers will be placed in our Gathering Area outside the Sanctuary and acknowledged in the following Sunday's worship bulletin.

PHOTOGRAPHY:

MFUMC recognizes the value of wedding photography as a lasting remembrance of this most special occasion. It is important, however, that photography is not allowed to detract from the solemnity of the worship service.

In keeping with this spirit, your photographer will need to know:

- The building will be open and available 2 hours prior to the wedding.
- Music begins 35 minutes prior to the ceremony. At this time all Sanctuary/Chapel photography ends and any unattended cameras must be set in place. Once the wedding service begins, the professional photographer may take time exposure or photos without flash from the balcony. No flash photography is allowed during the wedding ceremony by the photographer or guests.
- No roaming with the camera is allowed during the ceremony.
- Photographs are permissible during the recessional only from the Narthex doorway of the Sanctuary.
- Photography in the Chapel or Sanctuary after the ceremony is limited to 30 minutes.
- The photographer must return any items or furniture moved for pictures. In addition, the photographer is cautioned against marring furniture, standing on the pews or kneelers, or placing camera equipment on the pews or furniture in the church.
- Photographs involving the Minister(s) should be taken first after the wedding and before any others.

VIDEOGRAPHY:

As with still photographs, MFUMC recognizes the value of wedding videos as a lasting remembrance of this most special occasion. It is important, however, that the filming of the wedding be allowed to detract from the solemnity of the worship service. MFUMC does not provide audio or videotapes of the ceremony. The bride and groom must secure a professional videographer for this service. The videographer must make sure their system does not interfere with that of the church.

Accordingly, the following policies apply to all videographers, amateur and professional:

- The building will be open and available 2 hours prior to the wedding.
- The videographer may tape before the ceremony in any available part of the building but must complete all videography on the main floor of the church at least 35 minutes before the service when the prelude music begins.
- No roaming with the camera is allowed during the ceremony.
- Video personnel may operate a camera in the Sanctuary balcony as long as it is not a distraction.
- Video cameras in the front of the Sanctuary may not be manned. They must be completely hidden and operated remotely.
- For weddings in the Chapel, the camera must remain at the back.
- A wireless microphone is allowed on the groom so long as it is set at a different frequency from the wireless microphones used by the ministers which must be arranged through the MFUMC sound technician.
- No lighting changes or additional portable lighting are allowed.

Please remind all guests that this is a worship service and to refrain from taking pictures during the wedding ceremony. Flashes not only disrupt the ceremony but may also interfere with the pictures taken by your photographer.

If your photographer has not worked at MFUMC, it is strongly advised that he/she schedule a site visit. The Wedding Coordinator has an album with photographs from past weddings. Our grounds and facilities are beautiful and provide many creative photograph opportunities.

FLOWER GIRLS/RING BEARERS:

We strongly urge you to choose flower girls and ring bearers who are at least 4 years old. Experience has shown that younger children are often overwhelmed by the wedding experience. The flower girl may carry a basket of flowers, but she may not drop petals (or anything else) as she walks. The ring bearer should not carry the real wedding rings.

LEAVING THE CHURCH:

For safety reasons, no rice, birdseed, or confetti may be thrown in or outside of the buildings. Due to fire safety issues, sparklers are prohibited. Bubbles are allowed as the couple leaves the church.

DRESSING ROOMS:

The bride and her attendants will have use of the Parlor (next door to the Chapel) 2 hours prior to the ceremony for dressing and otherwise preparing for the wedding. We do not, however, have facilities to accommodate hair or makeup specialists. Hair and make-up should be done before you arrive at the church. The groom and his groomsmen will have use of the library. We strongly advise that personal items/belongings of the wedding party should be removed from these rooms before the wedding

begins. The church cannot be responsible for any personal items or clothing that may be lost, stolen, or damaged. Light refreshments (bottled water, cut up fruit, crackers) may be served in the dressing area.

OTHER POLICIES:

Our church campus is designated as a no-smoking area and smoking is not permitted inside the building and includes vaping. Urns are provided by the outside doors for smokers. No alcoholic beverages of any kind are permitted on the church property.

Pets are not allowed in the Sanctuary or Chapel as guests or members of the wedding party. No signs are allowed as a part of the wedding ceremony.

Food and drinks should be confined to reception areas and dressing rooms. No food or drink is allowed in the Sanctuary or Chapel.

THE ORDER OF SERVICE:

The wedding ceremony follows the order of service in the United Methodist Book of Worship. Any changes or additions to the wedding ceremony must be approved by the officiating minister of MFUMC. Officiating ministers will review the wedding order with each couple.

HOLY COMMUNION:

If a couple desires to have Holy Communion as a part of the ceremony, The United Methodist Church requires that communion be offered to all persons present regardless of religious affiliation. Holy Communion may not be restricted to the bride and groom.

Below is a Suggested Order of Service (from the United Methodist Book of Worship)

Prelude

Chiming of the Hour

Seating of Grandparents/Seating of Mothers

Solo – (optional)

Procession of the Wedding Party

*Procession of the Bride

Greeting

*Scripture Reading – (optional)

Charge to the Couple

Giving of the Bride

Exchange of Vows

Blessing and Exchange of Rings

Lighting of Unity Candle (optional)

Blessing of the Marriage

The Lord's Prayer

Declaration of Marriage

Blessing and Benediction

Presentation of Bride and Groom

Recessional

*Stand as you are able.

RECOMMENDED SCRIPTURES FROM THE UNITED METHODIST BOOK OF WORSHIP:

Genesis 1:26-28, 31a

Song of Solomon 2:10-14, 16a; 8:6-7

Isaiah 43:1-7

Isaiah 55:10-13

Isaiah 61:10-62:3

Isaiah 63:7-9

Romans 12:1-2, 9-18

I Corinthians 13

2 Corinthians 5:14-17

Ephesians 2:4-10

Ephesians 4:1-6

Ephesians 4:25-5:2

Philippians 2:1-2

Philippians 4:4-9

Colossians 3:12-17

1 John 3:18-24

1 John 4:7-16

Revelation 19:1, 5-9a

Matthew 5:1-10

Matthew 7:21, 24-27

Matthew 22:35-40

Mark 2:18-22

Mark 10:42-45

John 2:1-11

John 15: 9-17

SUGGESTED WEDDING MUSIC

Light and Happy

1. My Heart Ever Faithful – Bach
2. Jesus, Shepherd, Be Thou Near - Bach
3. Cornet Voluntary - Walond
4. The Four Seasons (Autumn) - Vivaldi
5. The Four Seasons (Spring)- Vivaldi
6. The Happy Flutist - Noble
7. Prelude in Classic Style - Young
8. Fanfare - Mouret
9. Sonata in Eb - Mozart
10. Wake, Awake, for Night Is Flying - Bach
11. The Kingsfold Trumpet—Fedak
12. Concerto in G—Bach

Meditative

13. Arioso - Bach
 14. Air on the G String - Bach
 15. O Lord, Most Holy - Franck
 16. Ave Maria - Schubert
 17. Ave Maria - Bach/Gounod
 18. Rhosymedre - Vaughan Williams
 19. Canon in D - Pachelbel
 20. Meditation from "Thais" - Massenet
 21. The Lord's Prayer - Malotte
 22. On Wings of Song - Mendelssohn
 23. Cantilena - Lasky
 24. Ave Verum - Mozart
 - Pastorale - Sumsion
 26. Aria—Rawsthorne
- *Also suitable for prelude music

Processionals

27. Fanfare for all Bridal Processionals
28. *Trumpet Voluntary - Clarke
29. *Trumpet Tune - Purcell
30. *Rondeau - Mouret
- *Rigaudon - Campra
- Praise My Soul the King of Heaven—Lauda Anima
33. Wedding Processional - Sandresky
34. Bridal March - Wagner
- *Jesu, Joy of Man's Desiring - Bach (not on CD)
- *Canon in D - Pachelbel

Recessionals

35. *Hornpipe - Handel
- 36*The Rejoicing - Handel
- *Praise to the Lord, the Almighty - Shaw
- *We Thank Thee, Lord—Bach
39. Crown Imperial
40. *Allegro - Handel
- Toccata from Symphony V - Widor
- *Concerto in G—Vivaldi
43. Toccata in Seven - Rutter
44. Wedding March - Mendelssohn

Hymns Tunes

45. Joyful, Joyful, We Adore Thee - Beethoven

46. Be Thou My Vision - Wood

47. Praise to the Lord the Almighty - Walther

48. In Heavenly Love Abiding - Baumann

49. O Perfect Love - Hustad

50. Love Divine, All Loves Excelling - Hustad

69. Jesus Makes My Heart Rejoice—Sandresky WEDDING TIME LINE

The following time line is provided for your convenience. Use the blank line to the left of each task to fill in the date that applies to your wedding so you know exactly when each item must be completed.

(Note: You can always do things early!)

WEDDING TIME LINE

Date

Task

- _____ Deposit Due to MFUMC at the time of booking.
A copy of your wedding application/information will be sent to you as a receipt
- _____ After the wedding is booked, set up a time to meet with your Wedding Director.
Your wedding director will be assigned and will contact you to set up a time to meet.
- _____ 6 months out - Schedule a counseling session with the officiating minister from MFUMC
- _____ 2-3 months out - Contact and set-up a time to meet with the organist to select music and arrange for soloists/ instrumentalists (if applicable.).
- _____ 1 month out - Remaining balance of wedding fees are due.
- _____ 2 weeks out - Contact your wedding director to finalize plans and confirm times.
- _____ Rehearsal Day- Bring your marriage license to the wedding rehearsal and give to the officiating minister or the wedding director.

WEDDING DAY TIME LINE

3 hours prior to ceremony... Florist may begin decorating. All decorations should be in place 2 hours prior to ceremony.

2 hours prior to ceremony... Photographer/Videographer and wedding party may arrive and begin dressing/taking pictures.

35 minutes prior to ceremony... All Sanctuary/Chapel photography ends. Unmanned cameras must be in place. Prelude music begins.

If you have any questions concerning the Wedding Policies of First United Methodist Church of Marietta, please contact the Wedding Coordinator at 770-429-7800, or your Wedding Director.