

**DESTIN UNITED METHODIST CHURCH  
200 BEACH DRIVE - PO BOX 39  
DESTIN, FL 32540**

**WEDDING GUIDELINES AND POLICIES**

Congratulations on your wedding. The pastor and members of Destin UMC congratulate you and wish you happiness in your marriage.

A wedding is a happy occasion. It is also a very sacred service of worship where vows are given and received, prayers are offered, and blessings are given. As two persons join their lives to establish a new Christian home, the church rejoices with them and is eager to help make the wedding beautiful and memorable. It is not necessary for a wedding to be elaborate in order for it to be beautiful. The true beauty is in the spirit and attitude of those who take part. The church staff will be happy to assist you in any way we can. May the blessing of our Lord be with you as you plan your wedding.

Because a wedding is a sacred service of worship, Destin UMC has prepared the following rules of use in order to help you plan for your blessed event.

**Destin United Methodist Church requires those wanting to use our facilities to also hire a Wedding Coordinator/Director.**

**THE WEDDING SERVICE**

1. As with other services of the church, the wedding is under the direction of the pastor of Destin United Methodist Church. The pastor and wedding coordinator will work with the couple to plan, within the Christian context, the kind of wedding the couple desires. Where it is the wish of the bride or groom to invite other clergy to participate in the ceremony, this should be made known to Destin United Methodist Church's pastor, who will extend the invitation to the guest clergy.
2. The pastor will counsel with the couple concerning the meaning and responsibility of Christian marriage. The couple should call the pastor for an appointment as soon as possible. No date will be set until it is cleared with the pastor and the church calendar, and any required fees are submitted to the church office. **It is the responsibility of the couple to contact the church secretary to put the wedding on the church calendar.**
3. The date, time, and place **MUST** be fixed on the church calendar before invitations are sent or plans are made. This must be done in conference with the wedding coordinator. The facilities are available primarily for the use of Church members; however, they are available on a first come first served

basis. Due to our weekly activities and staff availability, weddings will not be scheduled for Sundays or holidays.

4. If the sound system is to be used, the wedding coordinator should be informed at least one month prior to the wedding so that one of our operators can be scheduled.
5. Music for the wedding must be approved by the Minister of Music, Rev. Kim Cannon, who can be contacted through the church office. Music and lyrics must be compatible with Christian values.
6. It is the responsibility of the bride and groom to secure persons to sing or to play instruments. Our musicians are recommended but not required (however, outside organists must be approved). Musicians must be contacted separately and their time scheduled. The wedding coordinator can provide their names and numbers. Musician fees are not included in Destin UMC fee schedule listed on page 4.
7. No alcoholic beverages or smoking are allowed in the buildings anywhere or anytime.
8. The pastor must have the marriage license or he cannot legally perform the ceremony. It is best to give it to him at the rehearsal.

## **DECORATIONS**

(This section should be copied and given to the florist)

1. Decorations should be kept simple. Arrangements **MUST** be made prior to the wedding for the removal of all decorations and/or equipment immediately following the wedding ceremony. The Church will not be responsible for rented or borrowed equipment while on church property.
2. **ALL** candles used in weddings **MUST** have plastic under them sufficient to cover the floor and protect from dripping wax. Only tube candles will be allowed. The only exception is the unity candle. No candles may be used on the pews or windowsills. All candles are to be supplied by the bride and groom.
3. Decorations must be placed in the church at times suitable to the schedule of the church. Times may be arranged through the wedding coordinator.
4. The Altar Table must remain in the front of the sanctuary for all services. The candles on the table must be used in the wedding. Candles for the altar will

be provided by the church. **No other decorations will be allowed on the altar table.**

5. The pulpit is not to be moved. All furnishings must be protected against scratches or dents and the wedding party will be responsible for anything that is damaged.
6. No tacks, scotch tape, glue, adhesive tape, nails, or wires may be fastened to any part of the sanctuary (including pews or floors).
7. Caterers must work with the Church Wedding Coordinator to schedule preparation times for rehearsal dinners, receptions, etc.
8. No decorations may be used which will cover or obscure the pulpit.

### **Photography**

A wedding is a very sacred service of worship. So that we may help you to preserve this special moment in the highest order of dignity we have provided the following rules that must be shared with a photographer **before** he/she is contracted. There are no exceptions. These are to be provided to the photographer so that he/she may have the right of refusal.

1. Pictures should be scheduled from one to two hours before the wedding so that all possible poses may be taken. This will help the wedding party get to the reception more quickly.
2. **DURING THE CEREMONY NO FLASH PICTURES SHALL BE TAKEN BY EITHER PHOTOGRAPHERS OR GUESTS.** Pictures requiring a flash can be re-staged following the ceremony. Any wedding for which there is a printed order of worship should include a request for guests not to take flash pictures during the ceremony. There should also be a request for guests to turn their cell phones off or to vibrate.
3. Special areas for video cameras will be designated by the pastor/wedding director.
4. The professional photographer may take pictures until and as the bride is coming into the sanctuary and as she and the groom are leaving the sanctuary, except as noted in #2 above.

**It is the responsibility of the couple getting married to inform the photographer of these rules.**

## FEES AND PAYMENT SCHEDULE

Members:

\_\_\_\_\_ \$250.00 Church Wedding Director/Coordinator (Reception not included)

\_\_\_\_\_ \$ 80.00 Sanctuary – Janitorial Staff

\_\_\_\_\_ \$ 125.00 Fellowship Hall – Janitorial Staff

\_\_\_\_\_ \$ 80.00 Sound system operator (designated by the church)

\_\_\_\_\_ Total Due

**\*\*WEDDINGS WILL NOT BE PLACE ON THE CHURCH CALENDAR UNTIL ALL FEES ARE PAID**

Non Members:

\_\_\_\_\_ \$250.00 Church Wedding Director/Coordinator (Recpt. Not included)

\_\_\_\_\_ \$250.00 Use of Sanctuary

\_\_\_\_\_ \$175.00 Use of Fellowship Hall

\_\_\_\_\_ \$ 80.00 Sanctuary – Janitorial Staff

\_\_\_\_\_ \$ 125.00 Fellowship Hall – Janitorial Staff

\_\_\_\_\_ \$ 80.00 Sound system operator (designated by the church)

\_\_\_\_\_ Total Due

**\*\*WEDDINGS WILL NOT BE PLACED ON THE CHURCH CALENDAR UNTIL ALL FEES ARE PAID**

### PASTOR'S FEES – MEMBERS

The pastor does not charge a fee for performing weddings for members of Destin United Methodist Church. However, an honorarium is appropriate considering the time requirements for a wedding.

### PASTOR'S FEES – NON-MEMBERS

There is a fee of \$250 for the pastor to perform weddings for non-members. Checks are to be made payable to the pastor.

**AGREEMENT TO BE SIGNED BY BRIDE OR GROOM AND RETURNED TO THE CHURCH OFFICE**

I agree that Destin United Methodist Church (the Church) is not liable for any damage or injury to any person or property that is owned by me or any person attending the wedding.

I agree to replace or repair any property of the Church that I or any member of my wedding party damages during our use of the facilities. Any replacement or repairs will meet the approval of the Church.

I have read the "Wedding Guidelines and Policies" and agree to abide by them. Furthermore, I will inform others involved in the wedding of these guidelines and policies.

Signature:

Bride or Groom: \_\_\_\_\_

(Date) \_\_\_\_\_