

FIRST METHODIST UNITED & OPEN

219 E. 4th Street
Bloomington, Indiana

The church is a beautiful and sacred setting for couples to marry and begin their lives together. It is our commitment to give a great gift to engaged couples: a Christian marriage ministry that is not just about a wedding day, but preparing you for a life journey.

Weddings can be held at First United Methodist Church for those who have ties to our church community. As Jesus blessed a wedding in Cana of Galilee, so the church continues to bless and encourage marriages. Our ministry to you is intended to help you develop a healthy, vital, Christ-centered, life-long marriage. A wedding in the church is, first of all, a time of worship.

Couples who marry here will have the benefit of pre-marital counseling. All couples living within an hour of Bloomington are required to participate in pre-marital counseling here at the church. Couples farther away are still expected to complete at least three sessions with a pastoral counselor, addressing the elements key to a faithful, healthy, Christian marriage. There are no exceptions to this vitally important step towards your future together.

Couples who are not members or active participants of First United Methodist Church may be married here, but they must be active in worship, attending at least 6 times during the 3 month period before the wedding is considered for scheduling. This is in addition to pre-marital counseling. It will be the couple's obligation to report attendance each Sunday by filling out a connection card and placing it in the offering basket.

We will seek to work with you to make this service a holy and deeply personal time for you. We look forward to planning with you and participating in this celebration.

Please contact the church Pastoral Assistant for pricing.



Rev. Lisa Schubert Nowling



Rev. Teri Crouse

This is an exciting time in your life! Congratulations on your engagement and blessings to you as you prepare for your wedding! Please bear in mind the information in this brochure as you consider marriage preparation at First United Methodist Church in Bloomington, Indiana. Because we take the holy gift of marriage seriously, please, do not expect the outlined policies to be set aside.

SCHEDULING INFORMATION

Weddings are scheduled on Saturdays between 11am and 6pm. Weddings will not be scheduled during Holy Week, the two weeks before Christmas until New Year's Day, over Thanksgiving weekend, July 4th weekend, during Lotus Festival, during the 4th Street Festival of the Arts and Crafts, or during Bloomington Pridefest. More than one wedding can be scheduled per Saturday, with at least four hours between services. Weddings should not be scheduled less than three months or more than one year in advance. This helps in planning the liturgy, pre-marital meetings, and meeting with your officiating pastor. You may arrive up to two hours prior to the service, and stay up to one hour after. Rehearsal and wedding times will be honored. Please tell your guests to plan extra time for Bloomington traffic, especially on game days.

SCHEDULING THE CHURCH

After you read and agree to the conditions of this wedding brochure and would like to schedule a wedding date, simply click the **Contact Me** button, fill out your information, and click submit.

The Pastoral Assistant will email the couple after the information is reviewed and a pastor accepts the tentative date. The date is not guaranteed until your wedding scheduling fee has been paid (send a \$250 check payable to First Methodist with "Wedding Scheduling Fee" on the memo line, in care of the Pastoral Assistant. The scheduling funds are **not refundable**.) and you have scheduled an initial pre-marital meeting through the Pastoral Assistant. You will receive official confirmation stating your date is confirmed.

PRE-MARITAL MEETINGS

A Christian service of marriage is available to couples who are members or non-members of First United Methodist Church. Couples will participate in pre-marital preparation with the officiating pastor and worship. These are in no way optional, since they are a key part of the preparation for your life together.

- **PRE-MARITAL MEETINGS** - Responsibility for scheduling counseling sessions rests with the bride and groom, and is facilitated through the Pastoral Assistant. Scheduling should take place at least three months prior to the wedding date, or the wedding date will be canceled without refund of any deposits. First Methodist uses *Prepare & Enrich Assessment*, which costs about \$35 for the couple.
- **WORSHIP** - The couple is responsible for attending either an in person or livestream service each Sunday for 2 months prior to the ceremony. Attendance is recorded by the couple using "The Connection Card" during service by writing "wedding".

THE WEDDING COORDINATOR

Couples will work with our First Methodist Wedding Coordinator. She will be responsible for communicating your wedding details to the appropriate church staff. We understand couples may have outside clergy they wish to be involved, but please note that one of our pastors must be involved in the proceedings, and are available to talk with you about approving outside clergy. Please, contact the coordinator as soon as your wedding date has been confirmed. **Marilyn Behrman:** (812) 322-3212 or marilyn51@gmail.com.

FACILITIES

Weddings may be cancelled at the discretion of the minister if alcohol or drug use is discovered on church premises or if any participants are found to be intoxicated either at the wedding rehearsal or before the service.

- Rice, confetti, and bird-seed are not to be thrown anywhere on church premises.
- Bridal Dressing Room - Available 3 hours prior and 2 hours after the service - Includes access to kitchen.
- The Groom's Room - Room 106 available 3 hours prior and 2 hours after the service.

Arrangements to reserve these rooms are made with the Pastoral Assistant and Wedding Coordinator.

- Both rooms have refrigerators for water, soft drinks, and snacks only. Both are near restrooms.
- Food and drinks must be kept inside the dressing rooms *at all times*.
- Dressing rooms must be cleaned and left in their original condition, or additional cleaning fees will be incurred.
- Smoking, alcoholic beverages, or drug use of any kind in the church or on church property is not permitted at any time, and will result in the cancellation of the wedding service without refund.

REHEARSAL AND RECEPTION

- The purpose of rehearsal is to help your party become comfortable with the space and worship elements.
- Rehearsals generally take place the day before your wedding and last approximately 1 hour.
- Appropriate dress for the rehearsal is required. Casual or formal, we ask that it be appropriately modest.
- If you have a bridal consultant, they should be present at the rehearsal.
- Small receptions in The Gathering Place or Great Hall can be arranged for an additional fee, depending on the Church calendar and staff availability. Contact the Pastoral Assistant for details.
- Caterers are responsible for all aspects of the reception, including proper clean-up supervised by the staff of First Methodist Church.

FLORIST AND DECORATIONS

- Florists make arrangements for access to the church with our Wedding Coordinator.
- All pew markers are to be affixed to the pews **ONLY** by a padded arrangement. Adhesive or floral tape is forbidden.
- **No wax** of any sort is to be used at any time in any room with the exception of a Unity candle.
- Church decoration should be completed at least **ONE HOUR** prior to the scheduled wedding time.
- Furnishings or symbols in the church are not to be moved at any time.
- The wedding couple supplies ribbon, aisle-runners, hurricane lamps, Unity or Family candles, etc.
Please, **do not use tape** to affix the runner to the floor or anything to any surface.
- All decorations not supplied by the church should be removed from the building by a designee of the couple. Anything remaining more than 2 hours after the wedding will be discarded.
- Any damage to pews, carpets, wood floors, etc., caused by the florist or its employees will be repaired or replaced at the couple's expense. This includes, but is not limited to: water damage, and damage caused by workers or materials.
- If desired, altar flowers may be left for the upcoming Sunday worship service. Please provide notification to the Pastoral Assistant by the Wednesday before the ceremony if you would like to do so.
- **The church can provide:**
 - 1 kneeler and 2 candelabra, which may be decorated by the florist.
 - Oil-filled candles for the candelabra and altar candles.
 - Make arrangements through our Wedding Coordinator.

PHOTOGRAPHY

- Any photography before the wedding will be completed **20 minutes before** the seating of guests begins.
- No flash photography is to be taken in the sanctuary between the processional and the recessional.

THE ABOVE STATEMENT MUST BE PRINTED IN THE WEDDING PROGRAM.

- Flash photos of the recessional are permitted.
- We prefer that processional photos of the bride and her party be taken OUTSIDE the sanctuary.
- The photographer must remain behind the first row of pews during the ceremony.
- The officiating pastor will be happy to participate, upon request, in restaging any portion of the wedding desired by the couple.
- Cameras and equipment should not be left in exposed areas, as the church is not responsible for any lost or stolen items.

PROFESSIONAL VIDEO RECORDING

- Audio-visual recording is generally allowed provided there has been prior arrangement with the pastor.
- Unless otherwise arranged, all video will be shot from the balcony. The minister will be aware of the needs for specific camera angles.
- No additional lighting is to be added to that which is already provided in the sanctuary.
- All microphones, stands, cords, etc., should be carefully concealed and not placed in aisles or become a tripping hazard.
- Sanctuary weddings may play photo slideshows before or after the ceremony. Couples are responsible for ensuring the slideshows are ready to play. Our tech staff will only play them.
- We are thankful that guest vocalists and organists will observe church policies. All guest musicians are to be paid by the couple. Staff musicians will be included on the First Methodist invoice and included in the total.

MUSIC

The wedding ceremony is a Christian worship service in which persons publicly declare their vows, affirm their faith and seek the blessing of God. Therefore, music in the wedding service should be music associated with the life and worship of the congregation. Music selections must be Classical or Christian, and should be performed live. The range of worshipful, celebrative, joyful, and meditative music available in the church is both broad and rich. Please consult with our coordinator about all music before any decisions are made.

- Recorded music may not be played.
- A list of recommended songs will be provided by the wedding coordinator and she will help in making music selections.
- You may include other musical instruments during the service. A good resource to find quality musicians is through IU Jacobs School of Music under Musical Attractions:
<http://music.indiana.edu/departments/offices/attractions>.
- The church can provide you with an organist, pianist, and vocalists.
If you wish to use a guest organist, pianist, vocalist, or other musician, they must be approved by our staff Music Director. Music performed must be from our approved list.
- Musicians must make their own arrangements for rehearsals at a time other than the actual wedding rehearsal. This is arranged through: **scheduling@fumcb.org**.
- Musicians may attend the rehearsal but are not expected to participate.
- We are thankful that guest vocalists and organists will observe church policies. All guest musicians are to be paid by the couple. Staff musicians will be included on the First Methodist invoice and included in the total.

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Wedding Fees

General Fees

Scheduling Fee (non-refundable)	\$250 - Due at scheduling and applied to final cost
Wedding Coordinator	\$250 - Due two weeks prior to rehearsal date
Pastoral Honorarium	\$175 - \$300
Off-site	\$150 - \$250 The UMC discipline does not allow a specific honorarium to be set; this is a suggested, customary range. Contact the Pastoral Assistant to make arrangements for the Pastoral Honorarium.
Custodial Fee	\$100
A/V Coordinator (Sanctuary only)	\$100 - \$150

Facility Fees

Sanctuary	\$825	seats approximately 350
Great Hall	\$725	seats approximately 150
Chapel	\$525	seats approximately 50
Court Yard	\$625	seats approximately 50 (If inclement weather; may move into Chapel but no change in fees)

Optional Fees

Organist or Pianist	\$200
Vocalist	\$150 (each)
Wedding Programs	\$50 per hour design fee - plus \$50 per 100 color printed programs.

Receptions (Alcoholic beverages may not be served.)

- Great Hall 2.5 hours at a rate of \$400
- Gathering Place 2.5 hours at a rate of \$300.
- Additional time past 2.5 hours will incur fees at \$200 per hour. Custodial fee \$150.

A 50% deposit of the total cost will be due 60 days before the ceremony. A final check for the remaining balance will be due the Wednesday before the wedding date at 12pm. The license will also be due in the office that day.

Please make all checks payable to First Methodist, and note, "Wedding" on the memo line. All payments should be submitted to the Pastoral Assistant.

We look forward to being a part of your life and this blessed moment!

All rates are negotiable in case of special financial need, as determined by Pastor.