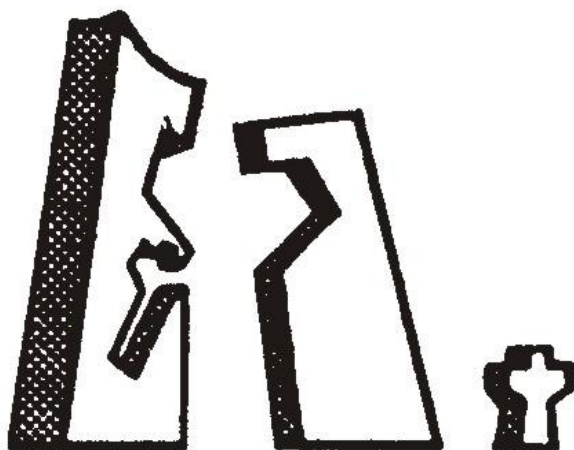


The
Wedding
Guide
at



First Presbyterian Church
2050 Oak Street
Sarasota, Florida 34237
941- 955-8119

WHO MAY BE MARRIED AT FIRST PRESBYTERIAN CHURCH

Christian marriage is a covenant relationship made by a man, a woman and God. All weddings performed at First Presbyterian Church are religious in nature and based on the awareness that our Lord, Jesus Christ is a participant in the relationship and in the blessing of the marriage. To say that you desire your wedding to take place at First Presbyterian Church is to say that you desire to include Christ as a partner in your marriage.

Ordinarily, couples are married in the church where one or both hold membership. This enables the couple's church family to be present as they make their vows, to surround and encourage them

as they begin their married life. If circumstances are such that this is not possible, members of First Presbyterian may be married in other churches.



Members of other churches may be married at First Presbyterian provided the marriage service is performed by one of the ministers of First Presbyterian Church. Other ministers may be invited by the church's governing board, the Session, to officiate along with one of our pastors.

Couples who are not worshipping members of any church may be married at First Presbyterian Church if they have exceptional reason to do so. We invite all who do not have a church home in our community to come and worship with us and to consider membership here. Studies have consistently shown that the marriages of people who worship God regularly are consistently stronger and more fulfilling than those of couples who do not have a habit of worship.

PLANNING FOR A WEDDING

The first step in preparing for a wedding at First Presbyterian Church is to meet with one of the ministers. All weddings are performed at the discretion of the minister. It is impossible to overemphasize the importance of planning ahead. It is not unusual during peak wedding months for weddings to be scheduled a year in advance. Register the time and date of your wedding as early as possible with the church office, the minister, the organist and the wedding coordinator by completing the enclosed application. After the minister has agreed to perform the wedding, a \$50 deposit is due at the time you reserve the date with the church office.



The ministers will ordinarily schedule three counseling dates with the couple. If a couple lives out of the area, some of these sessions may be handled by a college or military chaplain or another minister. One extended session with a minister of this

church will be required for any wedding performed at First Presbyterian Church.

PLANNING THE ORDER OF SERVICE

The wedding is dedicated to the glory of God. Therefore all the elements of the service should point the participants to God's presence rather than to external elements such as decorations, photos or clothing.

During the counseling sessions, the ministers will confer with you as to the kind of wedding service you prefer, the elements to be included and the vows that you will make. It is best if the bride and groom can be as involved as possible in the planning of the wedding service so that it expresses their intentions and glorifies God.

WEDDING MUSIC

When a wedding is conducted in the church, the wedding service becomes a worship service. Therefore, only sacred (Christian) Music will be included in the wedding or pre-service music.

VOCAL MUSIC

Hymns may be sung by the congregation in place of, or in addition to, the soloists. There are many appropriate, well-know hymns, and the officiating pastor will be happy to help with the selection. Please have all solo music approved by the officiating pastor and organist. Love songs which just speak of love between two individuals, without reference to God, are appropriate to a non-worship setting such as the reception. Pre-recorded tapes are not permitted for the ceremony.

SOLOISTS AND INSTRUMENTALISTS

The bride and groom arrange for their own soloist if there is to be one. The soloist should arrange necessary rehearsals well in advance with the organist. The church will provide recommendations for soloists on request; it is best to contract soloists at least one month prior to the wedding. Pre-recorded tapes are not permitted.

ORGANISTS

The regular church organist plays for all weddings when schedule permits. Substitutes are arranged by the organist. The church organist will help you select the wedding music to be used. Arrange a meeting with the organist at least two months before your wedding date.

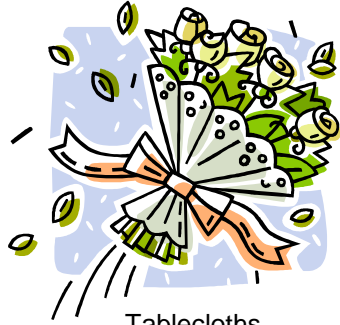
OTHER DETAILS OF THE SERVICE

First Presbyterian Church building and grounds is a smoke free and alcohol-free environment. Kindly make your plans accordingly and notify members of the wedding party and families of this policy.

CHURCH RECEPTIONS

The Fellowship Hall is available for receptions. Please note the fees for Fellowship Hall on the fee schedule. Persons desiring to hold a reception at the church should make arrangements to wash and dry punch bowls, cups, and any service pieces.

Tablecloths, dishcloths, etc., are also the responsibility of those planning the reception. Before making plans to decorate for a reception, please confer with your wedding coordinator. Please call the church office for more information on reservations and arrangements.



Tablecloths,

WEDDING COORDINATOR

First Presbyterian Church provides Wedding Coordinators to help plan the wedding and assist at the rehearsal and wedding ceremony. Commercial wedding coordinators are not permitted. There is a minimal charge of \$50.00. Once the wedding is approved, one of our Wedding Coordinators will contact the bride and groom to assist your planning.

FLOWERS

Available room in the chancel does not allow for elaborate displays of flowers. Please inform the church office and wedding coordinator of the time flowers will be delivered so that the church will be open.

OTHER DECORATIONS

Tape and staples are not permitted in order to avoid damage to pews and walls when bows, ribbons, etc., are used. Aisle runners create a serious safety hazard and are not permitted.

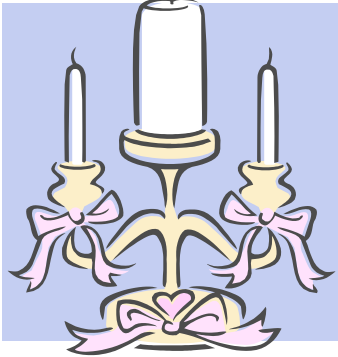
THROWING RICE

We encourage the use of bird seed, instead of rice. Please distribute and throw it outdoors only. Throwing confetti, flower petals, soap bubbles and/or rice is discouraged for safety purposes.

PHOTOGRAPHS OF THE WEDDING

Wedding pictures are normally taken 2 hours prior to the wedding ceremony. **PLEASE DO NOT TAKE FLASH PHOTOGRAPHS AFTER THE MOTHERS ARE SEATED IN THE SANCTUARY.** A time exposure without flash may be taken from the balcony. Video equipment may be used during the ceremony as follows: (1) taken with a stationary camera (2) using only existing light.

CANDLES & CANDLE LIGHTING



The church supplies two seven-candle standing candelabra. Only special drip-free oil candles supplied by the church may be used. Use of the candelabra with candles cost \$50. For the wedding, candles are lit prior to the arrival of guest so that ushers are free to seat guests. Also, it is much more pleasant for guests to arrive with candles burning.

RING BEARERS AND FLOWER GIRLS

Flower girls and ring bearers should be at least five years old. Preschool children are welcome in the Sanctuary.

THE REHEARSAL

The purpose of the rehearsal is to provide everyone involved in the wedding with familiarity and comfort so that the wedding day runs smoothly. The bride, parents of the groom, all attendants, all ushers, all musicians, flower girls, and ring bearers must be in attendance at the rehearsal so all know where to sit, when to stand, etc. If the bride and groom desire the pastor, organist, soloist, wedding coordinator, and their spouses to participate in the rehearsal dinner, please inform them two weeks in advance. Church staff will not assume they are invited unless specifically asked in advance. To ensure a successful rehearsal, please have all participants arrive on time. The rehearsal will take about one hour.

WEDDING TIMETABLE

- 6-12 months before the wedding
 - ❖ contact church
 - ❖ meet with pastor; obtain approval for wedding
 - ❖ set date for wedding and rehearsal
- 1-6 months before wedding
 - ❖ Counsel with pastor
 - ❖ Set wedding service Order of Worship
 - ❖ Consult with church's wedding coordinator
 - ❖ Consult with organist concerning selection of music
 - ❖ Have soloist's music approved by pastor and organist
 - ❖ Arrange for flowers, photographer, and caterer
 - ❖ Purchase bulletins (if desired) at Christian supply store
- 1 month before wedding
 - ❖ Obtain license
- Wedding week
 - ❖ Inform wedding coordinator and church office of flower delivery time
 - ❖ Deliver license to church (at least 1 week prior)
 - ❖ Pay remaining wedding fees

**First Presbyterian Church
2050 Oak Street
Sarasota, Florida 34237
(941) 955-8119**

OUR MARRIAGE COVENANT

We fully understand that being married in the church means that we are not only united to one another, but that we have included Christ as a partner in our marriage.

Therefore, we promise before God that our marriage will be based upon Christian values and morals and that we will seek our Lord's guidance in all things by being actively involved in the life and work of a Christian congregation.

We sincerely desire God's blessing upon our union.

Date: _____

Signature of Groom

Signature of Bride

If you have a Pastoral preference please indicate:

WEDDING INFORMARTION FORM

(Give full legal names, please print clearly)

Groom _____

Bride _____

Rehearsal date and time _____

Wedding date and time _____

Place of Wedding: Sanctuary _____ Chapel _____

Other _____

Place of reception: At First Presbyterian _____

Other: _____

How long have you known each other? _____

How long have you been engaged? _____

Your address after the wedding: _____

_____ Phone: _____

INFORMATION CONCERNING THE WEDDING PARTY

Name of Best Man _____

Maid/Matron of Honor _____

Groomsmen _____

Bridesmaids _____

Ushers _____

Ringbearer _____ age _____

Flower Girl _____ age _____

Will bride be escorted down the aisle? _____

If yes, by whom? _____

Please include the names and phone numbers of:

Florist _____

Photographer _____

Videographer _____

Caterer (if reception is at church) _____

Soloist _____

INFORMATION CONCERNING THE GROOM

Prefers to be called _____

Address _____

Age _____ Education level _____

What church are you a member of? _____

Father's name _____ Will he attend? _____

Mother's name _____ Will she attend? _____

Stepparents _____ Will they attend? _____

Are you: Single _____ Widowed _____ Divorced _____

If widowed/divorced, how long? _____

Names and ages of any children _____

INFORMATION CONCERNING THE BRIDE

Prefers to be called _____

Address _____

Age _____ Education level _____

What church are you a member of? _____

Father's name _____ Will he attend? _____

Mother's name _____ Will she attend? _____

Stepparents _____ Will they attend? _____

Are you: Single _____ Widowed _____ Divorced _____

If widowed/divorced, how long? _____

Names and ages of any children _____

Name of Bride and Groom _____

Date of Wedding _____

COMPUTING YOUR WEDDING COSTS

	<u>Member</u>	<u>Non Member</u>	
Pastor (suggested honorarium \$200)		\$300.00	_____
Church Sancturay	--	\$500.00	_____
Chapel	--	\$300.00	_____
Fellowship Hall (suggested honorarium \$300)		\$500.00	_____
Organist			
Wedding & Consultation	\$150.00	\$150.00	_____
Soloist (if used, add)	\$ 35.00	\$ 50.00	_____
First Presbyterian Soloist	\$100.00	\$100.00	_____
(You pay soloist directly)			
*Sexton (Rehearsal & wedding)	\$150.00	\$150.00	_____
14- Candle Candelabra	\$ 50.00	\$50.00	_____
*Wedding Coordinator	\$ 50.00	\$50.00	_____

\$50.00 deposit must be paid at time wedding date is placed on church calendar.

All fees must be paid one week prior to wedding.

* THE FEES ARE NOT OPTIONAL

TOTAL DUE \$ _____

For office use

Paid by: Check # _____ , Cash _____ Received by _____

Copies to : office _____, book keeper _____ Pastors _____

Calendar _____ date_____

Organist _____ Sexton _____ Wedding Coordinator _____

July 15, 2009