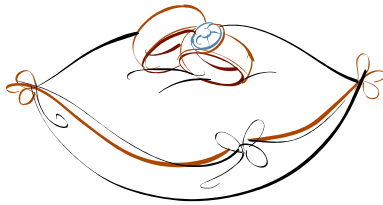


YOUR WEDDING

IN THE

**United Church of Christ
Clinton, MI**

Some Procedural Guidelines and
Information for Those Planning Marriage



300 Tecumseh Rd., Clinton, MI 49236
(517) 456-4363
uccofclinton@gmail.com

Church Personnel:

Diane White.....Pastor
Diane Schuler.....Secretary
Carolyn Dicks (456-7561).....Organist

The wedding ceremony is a truly special and holy occasion in our lives, established by God, blessed by our Lord Jesus Christ and is to be held in honor among all humanity.

The essence of marriage is a covenanted commitment that has its foundations in the faithfulness of God's love. A Christian marriage ceremony is a service of worship offered to God and should be viewed as such.

Your wedding will mean more to you, your families and friends when there is careful concern for all aspects of the holy occasion. Special effort is made to "personalize" the service and make it an event that is very meaningful to you both.

Certain policies are established by the Church to accomplish this purpose and to assist the bride and groom and their families in answering questions regarding the wedding ceremony.

SCHEDULING

To avoid disappointment and conflicts, it is important to plan in advance for the use of the Church. The Pastor is always willing to help you with personal wishes concerning your wedding. A time for counseling should be arranged and the date of the wedding set before any other plans are made. No weddings will be planned during Holy Week; on Christmas Eve or Christmas Day; Thanksgiving Eve or Thanksgiving Day.

COUNSELING

Preparation for the rite of marriage generally includes two to three one-hour sessions of premarital counseling and preparation with the Pastor. These sessions are designed to look carefully at some of the stressful areas of marriage and to plan the service.

OFFICIATING

Insofar as humanly possible, the Pastor will officiate at all weddings held in the Church. If a family desires another clergy to conduct the ceremony, the request should be cleared with the Pastor.

The Minister will meet with the wedding party for rehearsals and explain all procedures. Since the rehearsals generally last about an hour with attention given to structure, it is recommended that the rehearsal dinner be scheduled at least one hour or more after the rehearsal.

The marriage license is to be dropped off at the church early during the week prior to the wedding. By law, the service cannot be done without it.

WEDDING COORDINATOR

The wedding coordinator assists the pastor to make the wedding a happy and memorable event. This person coordinates the activities of the wedding party, pastor, volunteers and/or contracted personnel on a timely basis to ensure the smooth continuity of the event. This person attends and participates in the wedding rehearsal and is available for “trouble shooting” on the day of the wedding.

MUSIC

Music is an important part of a wedding ceremony and should be in keeping with the reverence observed in the House of the Lord. It is customary that our **church organist** play for the wedding, and that she be consulted by the bride well in advance of the wedding date. Any alternate organists should be cleared with the Pastor. **It is the responsibility of the couple to contact and secure the organist.** If our organist is unable to play for the ceremony, alternative names can be secured from the Pastor.

If a soloist is desired, the organist will be happy to assist. Arrangement should be cleared with the organist for adequate rehearsal time.

If you are using a CD for the music the church will arrange for a trained Sound Technician.

DECORATIONS

It is customarily the responsibility of the bride’s family to make the arrangements necessary for the wedding decorations. The church’s two seven-branch candelabras are available for use. The candles will be provided by the church.

All flowers for the ceremony and the reception are to be furnished by the couple or family.

Ribbons or simple floral arrangements may be used to mark pews. No nails or thumbtacks are to be used on the church woodwork. Masking tape or rubber bands are suggested and may be used.

We estimate the church seating at 168 in the main sanctuary and 45-60 in the Kirker room.

If desired, a white aisle runner may be purchased from a florist for the center aisle (50 ft. from base of steps to sanctuary entrance).

PHOTOGRAPHERS

It is requested that photographers do not take flash pictures during the ceremony except during the processional and recessional. Time exposures are acceptable from the rear of the sanctuary. Video equipment may be used if there is no interference with the wedding party or guests. Any pictures desired may be posed for after the ceremony.

WEDDING RECEPTIONS

If Church facilities are desired for a reception, arrangements should be made through the church office.

- Alcoholic beverages are not permitted to be used on the church premises (including church, parking lot, & grounds).
- Our church is also a smoke-free environment.
- No red punch may be served.

OTHER CLERGY

Believing in the Body of Christ, we are very open to having other clergy participate in wedding services. In the past it has been our privilege to celebrate weddings with other clergy, so this option should not be discounted either.

THE CHURCH IS GOD’S HOUSE

It should always be a place of sanctuary and repose where persons lift up their souls in worship. It is a place of private prayer, rest and meditation. It will therefore be treated with deep love and respect. All who are responsible for it will do their duties with quietness, dignity, and dedication.

Following your marriage, we hope United Church of Christ will be a place where you will worship regularly. Doing so will add greatly to the success of your life together.

WEDDING CONTRIBUTIONS – MEMBERS

When the bride and/or groom or parents are active members of the church (have worshiped, communed or contributed to the church within the past year) there are no fees required for the use of the building.

Recommended gift to Pastor.....\$200

The following fees are required:

- Church Organist.....\$150
- Wedding Coordinator.....\$50
5 or more attendance, need an additional Coordinator.....\$50
- Custodian – Sanctuary Wedding.....\$50
- Reception.....\$100
- Sound Technician (if needed).....\$50

WEDDING FEES – NON-MEMBERS

When neither the bride nor the groom or their parents are active members of Clinton UCC, the following fees are required:

- Pastor (counseling, rehearsal, wedding).....\$250
- Church Organist.....\$175
- Wedding Coordinator.....\$75
5 or more attendance, need an additional Coordinator.....\$75
- Custodian.....\$75
- Sound Technician (if needed).....\$75
- Use of the Church sanctuary.....\$200

Wedding reception held in the UCC Fellowship Hall add:

- Use of hall.....\$100
- Custodian.....\$100
- Church Kitchen (when caterer used church kitchen for food preparation).....\$100

All fees are payable when the marriage license is turned in.

We ask that separate checks be written to each person, as needed.

The marriage license must be presented to the pastor early in the week before the wedding.

Any questions you have will be most welcome.

Our hope is to serve you well now and always.