

Schedule of Fees

An \$850 flat fee for members includes three counseling sessions with the Pastor along with rehearsal and wedding, sanctuary use, custodian support for set-up and clean-up, sound technician for the rehearsal and wedding, wedding coordinator, organist to meet with the couple before ceremony and present at the wedding. Additional musicians are available per diem.

A \$1500 flat fee for non-members includes three counseling sessions with the Pastor along with rehearsal and wedding, sanctuary use, custodian support for set-up and clean-up, sound technician for the rehearsal and wedding, wedding coordinator, organist to meet with the couple before ceremony and present at the wedding. Additional musicians are available per diem.

Additional Fees:

- A \$200.00 deposit is requested to reserve the sanctuary and is due at the time your wedding date is approved by the church office.
- All additional fees (minus the \$200.00 deposit) must be collected before the service can be conducted; please arrange to have a check, made payable to ELUMC, given to the Wedding Coordinator at least one week prior to the rehearsal.
- The fellowship hall may be available for use as a reception area following the wedding service for an additional \$300. Coordination between your caterer and the Wedding Coordinator is necessary.
- We ask that the Wedding Coordinator receive the marriage license at least five days prior to the wedding.

It is our desire that your wedding be a day of joy and celebration, while at the same time reverencing God and His blessing over the union. Should you have any questions, please feel free to call the church office.



East Lake United Methodist Church
2801 East Lake Road
Palm Harbor, FL 34685
727-784-9250

1/26/09



Wedding Handbook

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727-784-9250 www.eastlakeumc.org

We believe the wedding ceremony to be one of the most **sacred** rites of the church. **It is a religious ceremony of worship in which a man and a woman invoke the blessings of God in holy matrimony.** It is the desire of the pastor, as well as the church family, to make your wedding ceremony a beautiful and meaningful experience. To that end, we extend to each wedding party every possible courtesy and consideration.

In order to establish a uniform and regular practice, and maintain the integrity of the spiritual experience of the wedding ceremony, the following is the policy and custom of East Lake United Methodist Church.

Arrangements/Pastor

Arrangements for the church facilities should be made at least three months prior to the date of the wedding through the church office. This will insure that neither the rehearsal nor the wedding will conflict with scheduled activities of the Church, as well as leave plenty of time for counseling appointments with one of our pastors.

Please read through the contents of this Wedding Handbook. If you are comfortable with this booklet and understand its contents, then please fill out and sign the Wedding Information form and return it to the church office. Upon receipt of the form, one of our pastors will contact you to set up counseling meetings.

All weddings performed on church property are at the sole discretion of the pastor. The pastor will require a minimum of three counseling sessions with the couple and reserves the right to require additional sessions if he/she deems it necessary. Please do not bring children to the sessions, as couples will require uninterrupted opportunities for honest and sometimes intimate communication. The pastor reserves the right, at any time, (including after the three sessions) to refuse to perform the ceremony if he/she is not comfortable with the couple's preparedness and compatibility.

Generally, the participation of a guest pastor/priest/rabbi in the service is permitted and welcomed, however, arrangements for this should be made through the current pastor in charge in advance of any outside invitations.

The pastor may not attend rehearsal dinners or receptions due to other commitments and responsibilities.

The Rehearsal

The wedding rehearsal, at the direction of the pastor, will be the day before the wedding unless other arrangements are made with the pastor. The church supplied wedding coordinator will work with the pastor in directing the rehearsal and the wedding.

Music

ELUMC does not provide musical arrangements. This must be done as soon as possible by the couple and information given to the Wedding Coordinator. However, ELUMC's organist may be available, if so desired. Arrangements may be made through the Wedding Coordinator. Use of the piano, keyboard, or organ is not permitted by anyone other than the church organist, unless permission is given by the Board of Trustees and/or Wedding Coordinator.

Facilities

The seating capacity of the sanctuary is 400 people. The seating capacity of the fellowship hall is 180-200 people. Linens, punch bowls, plates and silverware are not provided by ELUMC.

The Board of Trustees (BOT) reserves the right to approve or deny specific requests made regarding the use of ELUMC's facilities.

General cleanup after the event is the responsibility of the wedding party. This includes washing dishes, leaving the rest rooms clean after use and making sure church facilities used are left as they were found. Any personal belongings left will be disposed of at the discretion of the BOT, if not picked up within the week following the wedding. Additionally, any excessive damage to church property will be charged to responsible parties.

Please be aware that tobacco, alcohol and drugs ARE NOT allowed on church property and no food or drinks are allowed in the sanctuary. Intoxication at counseling sessions, rehearsal or wedding will not be tolerated and will result in refusal by the pastor to perform the wedding.

Rice may not be thrown due to safety and environmental concerns. However, outside use of bird seed or bubbles are acceptable and safe alternatives.

Decorations

Since the church sanctuary is already furnished as a place of worship, it should not be elaborately decorated. Please be certain the decorations used will not damage floors, carpet, walls or furniture. **No tacks, nails, screws or any other like objects shall be driven into the walls, floor or furnishings.** Equal respect should be exercised to preserve the fellowship hall. All decorations and flowers must be removed immediately after the wedding.

Photographer

In order to preserve the sanctity of the worship atmosphere for the wedding ceremony, photographers, both professional and amateur, will not be permitted to take flash pictures or interfere with the progression of the service. Flash photos may be taken after the service at the wedding party's discretion. Video cameras are allowed and locations for them will be provided. Please check with the Wedding Coordinator for more details.