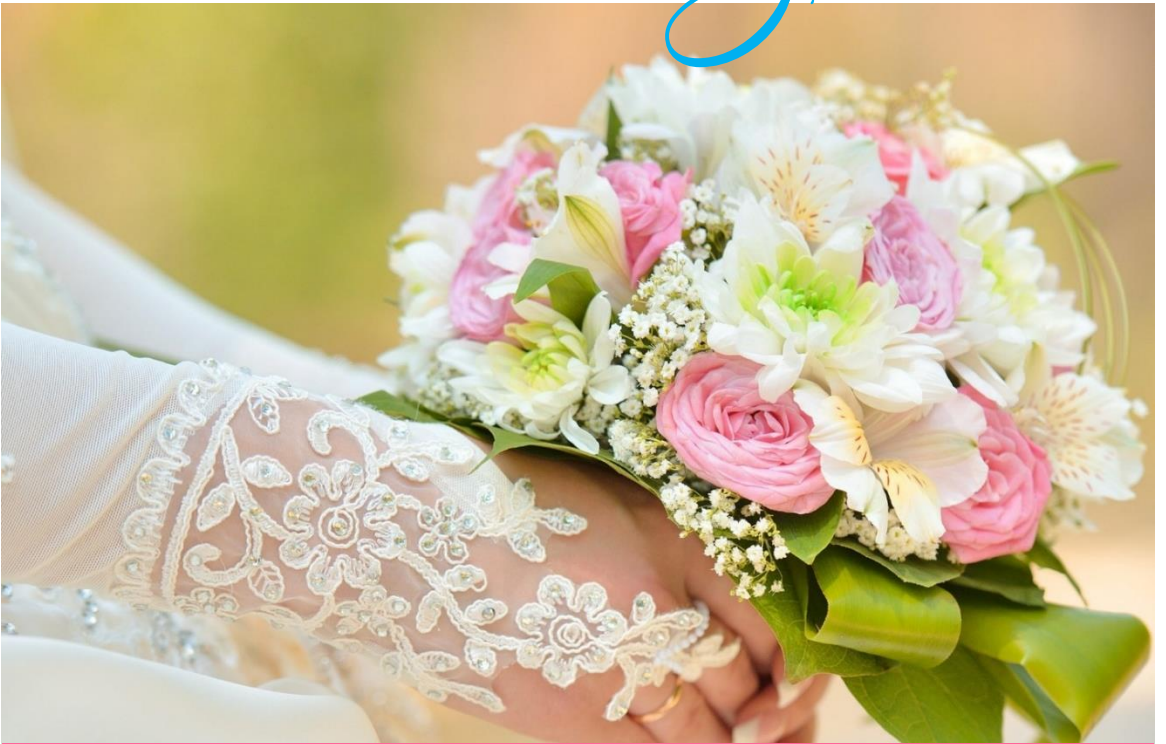


Celebrating Your Peace

# *Wedding*



Wedding Ceremonies

**Peace Presbyterian Church**

# Congratulations!

Dear Friends:

Congratulations on your upcoming wedding. A wedding is a sacred, thrilling, joyful, life-changing event celebrated with family and friends. We are honored and delighted that you are considering Peace Presbyterian Church to play a central role in this special event.

As you begin to plan and prepare for this special day, we encourage you to begin noting any questions and concerns you may have for further discussion with the pastor. We want your wedding service to be an expression of you and your love for one another.

This handbook will help you understand our wedding policies. It provides some of the essential information you will need for planning your wedding at Peace Presbyterian Church. Please read it carefully before you meet with our pastor.

Please know that we are committed to helping you in every way possible to celebrate the gift of your love through your wedding service. We pray that your wedding will reflect the same commitment to dignity and beauty for which our church community has become known through our Sunday worship services.

With every blessing,

The Session of Peace Presbyterian Church



## ABOUT CHRISTIAN MARRIAGE

The celebration of marriage in the Christian tradition is a service of worship during which the people of God gather to give thanks and to share their joy as a couple begins a new and unique relationship in their lives. Marriage is a covenant through which a couple is called to live out lives of discipleship together before God. In Christian marriage two belong to each other, and with affection and tenderness freely give themselves to each other in the context of Christian community. Christian marriage is a gift from God, sustained by the Holy Spirit. It is an institution larger than the two who enter it, and so succeeds only through a combination of prayer and effort. We desire to not only celebrate your wedding with you, but to be helpful to you throughout your marriage.

## FIRST THINGS FIRST

Our church staff wants to make your wedding a meaningful and joyous experience. We are here to serve you and to answer all your questions. The first step in planning your special day is to contact the church office (252) 355-2273 to schedule your wedding date and the date of your rehearsal. When a particular date has been selected, it is considered tentative until the church office receives a \$200 deposit, (which is refundable after the wedding) and a pastor has met with you and approved the date. The fees for the sanctuary are due at the church office no later than two weeks prior to your wedding. Individual fees for the pastor and organist are to be paid directly to them at your rehearsal. Please note: we will not officially place your wedding date on the church calendar until we have received your deposit and our pastor has met with you.

## SCHEDULING YOUR WEDDING

Weddings are never scheduled at Peace on Sundays. In addition, weddings are not to be scheduled on the holidays of: Christmas Eve, Christmas Day, the day after Christmas, New Year's Eve and New Year's Day, Holy Week, Memorial Day, the 4th of July, Labor Day, and Thanksgiving week. Weddings are also not scheduled on days when the church office is closed such as Martin Luther King Jr.'s Day and Presidents' Day. Our church office can give you a complete list of unavailable dates. The date and time for rehearsals is ordinarily the night before the wedding between 4pm and 6 pm.

The church office will give you a wedding information form to be filled out and returned within a week. After you return the form to the church office, our pastor will contact

you to schedule an appointment to get to know you, arrange the required pre-marital counseling sessions, give final approval, and work with you in planning your service.

Our pastor will work with you in planning a ceremony that's beautiful, personal, and in conformity with Presbyterian understandings. Services follow an order that emphasizes the covenant (the promise) God gives each of us that is reaffirmed in the covenant a couple makes with one another. The institution of marriage is historical as well as contemporary, and so the traditional promises alongside prayers, scripture, and spoken affirmations give a wedding depth. With the agreement of our pastor, special readings, gestures such as unity candles, or personalized promises may enhance your ceremony.

### **WEDDING COORDINATOR**

A designated Peace Presbyterian Wedding Coordinator is required for all weddings held at Peace Presbyterian Church to coordinate many of the details associated with your wedding. The Wedding Coordinator will be onsite and available to answer many of your questions (or find out the answers), coordinate with photographers, videographers and florists prior to the wedding, assist the pastor during the wedding rehearsal, and assist ushers and wedding party members before, during and after the ceremony.

### **BULLETINS AND PRINTED MATERIALS**

If you wish to distribute bulletins or programs for the ceremony, you are responsible for their preparation, printing and distribution. Please consult with the pastor to confirm the information you would like to have included in your bulletin.

### **PARTICIPATING GUEST PASTORS**

If you wish to have a guest pastor participate in your service, please consult first with our pastor who is officiating your service. They will then invite the guest pastor to participate. Final liturgical authority remains with our pastor.

### **MUSIC AT YOUR SERVICE**

Our organist/pianist will play for your service and our pastor will help to coordinate appropriate music. In the event that our organist/pianist is not available on your wedding date, he will be happy to locate another musician to officiate in his stead. If you have a particular instrumentalist or guest musician you would like to include in your ceremony, you must make pre-arrangements with our pastor and their participation is subject to his approval. Music for the service must be sacred in character. Popular

music, secular songs, and Broadway music are more appropriate for the reception following the service.

## ALCOHOL AND TOBACCO POLICY

Peace Presbyterian Church is an alcohol and tobacco-free facility.

## FLOWERS AND DECORATIONS

We ask that flowers not be placed on the communion table and the pulpit is to remain undecorated. We have available for your use a pair of brass seven-branch candelabras, which may be decorated. Additionally, you may place a unity candle on the communion table.

To preserve the beauty of our sanctuary, we ask that no tacks, brackets or tape be used to scar the pews. Experience has proven that an aisle runner for the center of the sanctuary can be dangerous due to the risk of tripping. Therefore, a runner is not recommended.

The scattering of live rose petals is not allowed, however, silk is permitted. No rice, confetti, or birdseed are allowed anywhere on the church campus. Bubbles are allowed outside.

Please remove all decorations, except those belonging to the church, immediately following the ceremony.

## PHOTOGRAPHY AND VIDEOGRAPHY

*Before and after the Service:*

The church is open two hours prior to the service for the wedding party to be dressed and for photography. The church will remain open one hour afterward for a receiving line, if the wedding party desires, or for photography. Please inform the pastor if you would like him to be in any photos.

Informal photographs of the bride, groom, and/or members of the wedding party may be taken in the narthex, Sanctuary, and outdoors. Photography must conclude no later than one-half hour before the service begins.

### *During the Service:*

Every effort will be made to accommodate your needs for recording this momentous occasion through photos and video provided they do not distract from the main focus of the worship service. With this in mind, we strongly discourage the use of flash photography, except during the processional and recessional. If you or your videographer have any questions, including appropriate placement of video cameras and operators, please speak with our pastor prior to your wedding. Our pastor has full authority to make final decisions about taping the service.

### *Following the Service:*

The wedding party may return to the chancel area for post-service pictures.

## **PRE-MARITAL COUNSELING WITH THE PASTOR**

These discussions normally take place over the course of two to three meetings and are equally important in the case of a first marriage, a marriage after the death of a spouse, and a marriage following divorce. The first of these meetings must take place before your reservation can be finalized.

## **FEES AND HONORARIA**

All fees and honoraria (church, pastor, organist, and wedding hostess) as well as the wedding license must be received in the church office no later than two weeks prior to the wedding rehearsal. Please make out one check payable to Peace Presbyterian Church for the building use and rental fees. Checks for the pastor, wedding coordinator, organist and musicians should be separate and made payable to each individual.

To be considered a member at Peace Presbyterian Church either the bride or groom must be a member on the church rolls a minimum of one year prior to the wedding. The membership category also applies if the parents or grandparents of the bride and/or groom are current members of the church.

The Session of Peace Presbyterian Church has established the following fee schedule:

	<b>Church Members</b>	<b>Non-Member</b>
Deposit	\$200	\$200
Pastor	\$500	\$750
Musician*	\$150	\$150
Sound Operator*	\$125	\$125
Wedding Coordinator	\$200	\$200
Custodial Crew	\$100	\$100
Use of Sanctuary	No fee	\$300
Fellowship Hall (reception)	Negotiable	\$800

\* If desired/necessary

## **TYPICAL ORDER OF SERVICE**

Prelude

Processional

Giving of the Bride

Statement on the Gift of Marriage

Declaration of Intent: Bride and Groom

Response: I do

Affirmation of Families

Response: We do

Affirmation of the congregation

Response: We will

Prayer

Hymn or Special Music (optional)

Scriptures

Brief Meditation

Hymn or Special Music (optional)

The Marriage Vows

The Exchange of Rings

Lighting of Unity Candle (optional)

Wedding Prayer and Lord's Prayer (Lord's Prayer optional)

Announcement of Marriage

Blessing

Recessional



*Peace Presbyterian Church*

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