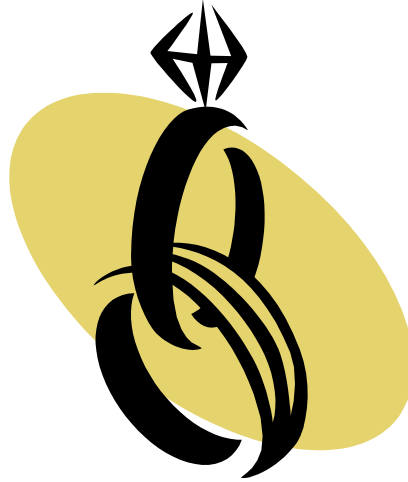


WEDDING INFORMATION



Mancelona United Methodist Church

Box 301 - 117 E. Hinman St.

Mancelona, Michigan 49659

231-587-8461

Pastor Todd Shafer

231-587-8461 (church)

231-564-0844 (cell)

Wedding Planning Guide

The Church family congratulates you on your faithful commitment to each other and your decision to share your lives in the sacredness of marriage. We are also pleased that you have chosen to be married here at Mancelona United Methodist Church. So that your wedding will be the joyous occasion it is meant to be, we offer this guide to assist you in your planning. The Pastor is also available to help you in this planning and we ask that open communication be maintained.

CHURCH MUSIC

Because the wedding service is a service of worship and not merely a social function, music appropriate for worship is to be used. Appropriate secular music may be used after consultation with the Pastor, but there are many Christian music resources available. A meeting with the Church organist should be made as soon as possible to select wedding music and arrange for rehearsals with soloists. Only the organist of Mancelona United Methodist Church or their representative shall supply organ music for wedding services.

CHURCH FLOWERS AND OTHER DECORATIONS

Modest decorations for your wedding are permissible. Select a florist of your choice and make sure that all florist deliveries are made well in advance of the arrival of guests. You and the florist are responsible for protecting the Church furnishings from water or other injurious materials such as scotch tape in the securing of bows.

RESERVING THE CHURCH

All persons wishing to use Mancelona United Methodist Church for their wedding service must pay a non-refundable reservation fee of \$50.00. This fee will be applied to the total cost. It will secure your time. All fees and the marriage license shall be presented to the Pastor at least three days prior to the rehearsal. Separate payments can be made for the church, organist, custodian and the Pastor, or one check can be given to the Pastor for the total amount. If one check is given, it should be made payable to "Mancelona United Methodist Church". The Pastor will arrange for appropriate disbursements.

No wedding will be scheduled closer than three hours before or after your scheduled time. Costs vary according to your choices. They are as follows:

Pastor's Honorarium:	\$250.00	
Church Organist	\$125.00	(This includes rehearsals, but wedding fees for accompanying soloists need to be negotiated with the organist.)
Pre-Marital Inventory	\$50.00	
Custodian Fee	\$50.00	
Wedding Bulletin	Cost of bulletin stock plus \$15 secretarial fee	

ADDITIONAL FEES FOR NON-MEMBERS

Sanctuary	\$150.00
Fellowship Hall	\$125.00
Garden	\$ 50.00
Private Wedding	\$ 50.00

THE WEDDING REHERSAL

The wedding rehearsal is usually held the night before the wedding. The recommended time is 6:30 p.m., which enables a leisurely dinner to follow or decorating parties at the reception site. All participants in the ceremony are expected to attend, including ushers, parents, and other musicians.

THE WEDDING DAY

1. Arrive at least 60 to 90 minutes ahead of your scheduled hour if you dress at the Church. Allow time for pictures if you choose to have them taken before the ceremony begins.
2. Ushers should be ready to begin their responsibilities 30 minutes before the ceremony.
3. Make sure someone is appointed to be responsible for removing personal items before leaving the building after the ceremony.

CHURCH USE

1. All weddings are to be conducted by the Pastor of Mancelona/Alba United Methodist Churches or by an ordained clergy person selected in consultation with, and invited in advance, by the Pastor. Such guest clergy usually assists the Pastor, although in some circumstances the guest clergy may officiate.
2. If a clergy person other than the Pastor conducts the ceremony, consultation between them to the wedding rehearsal must take place.
3. The facility shall be available to the wedding party and the rooms, including furnishings, need to be treated with respect. All furnishings must be returned to their proper place if moved for photographs or dressing reasons.
4. Receptions in the Fellowship Hall are welcome. Arrangements for such receptions shall be made by consulting the designated person from United Methodist Women.
5. No photographs are to be taken while the Pastor is conducting the wedding service. The exception to this rule is the designated photographer who may take non-flash pictures from the rear of the sanctuary.
6. No rice is to be thrown either inside or outside the building, however, outside well-wishers may greet the bride and groom with birdseed, grass seed, or bubbles.

No smoking and no drugs (including alcohol) are permitted at any function on Church property.

Aisle runners and candelabras are to be ordered through consulting with your florist.