

## **FIRST PRESBYTERIAN CHURCH**

4 Clinton Street

Delhi, NY 13753

(607) 746-2155

### **CHURCH POLICY & GUIDELINES**

#### **FOR WEDDINGS**

The decision to be married in the First Presbyterian Church of Delhi is your acknowledgment that marriage has its origin with God and has its finest expression in a partnership with God. You give yourselves in love and commitment to each other in the presence of the Christian family. Since you have made a request to have your wedding performed in a Christian Church, it can be assumed that you want more than a civil recognition of that bond; that you are seeking the prayers and support and participation of the Christian community.

If this assumption is correct, then you are encouraged to have your wedding conducted in the sanctuary and that the Presbyterian Order of Service be used. Changes in the marriage service will be made only after consultation with and the consent of the pastor.

First Presbyterian Church of Delhi is committed to and will provide a Christian wedding celebration. It is our hope that you, by knowing our policies and expectations in advance, can better plan for this significant occasion in your lives.

#### **PASTOR**

You are expected to meet with the pastor at least twelve weeks prior to the wedding date in order to discuss the meaning of a Christian marriage and how you are to establish and/or continue a relationship with the church. These sessions are also an opportunity to plan the wedding ceremony, discuss the dates that have been chosen for the wedding and the wedding rehearsal, and to explore your questions. This is to ensure that the pastor is available to perform the ceremony and that the church building is reserved for your wedding. Please confirm dates and times with the pastor and church office prior to having your wedding invitations printed.

Pastor Lisa requires at least three sessions of premarital counseling with her, or an approved facilitator, prior to the wedding ceremony.

In the absence of the pastor of the First Presbyterian Church of Delhi, another Presbyterian minister (or a minister of the United Church of Christ, the Reformed Church of America, the Evangelical Lutheran Church) may perform the wedding service, after approval has been given by the Church Session.

If you wish to have another pastor assist in the wedding service, this must be discussed with the pastor of the First Presbyterian Church of Delhi and approval given by the Church Session.

It is the policy of First Presbyterian Church that the pastor will not perform a wedding if any member of the wedding party is under the influence of alcohol or any illegal drug.

### **ORGANIST**

It is expected that the church organist or her named replacement will play for all church weddings (this includes the wedding rehearsal). If a family desires to invite a particular friend to play the organ, this may be done with the approval of the church organist and the pastor. Please consult with the organist at least eight weeks in advance in order to discuss the music for your wedding. Music should be appropriate for a service of Christian Worship. Final approval will be given by the organist and the pastor.

### **REHEARSALS**

The rehearsal will be conducted under the direction of the pastor. Generally, an hour should be allotted for the rehearsal and it should begin promptly at the scheduled time.

The rehearsal is usually held the night before the wedding and at a time prior to the rehearsal dinner. It is suggested that a time be set when all members of the wedding party can be present and arrive promptly. All participants should make every effort to attend the rehearsal.

The marriage license is to be brought to the wedding rehearsal.

### **THE WEDDING PARTY**

**Ushers** should arrive at the church and be ready to begin their duties one hour before the wedding is to begin.

The **Bride**, her attendants, and both sets of parents should be present – dressed – and ready to begin 30 minutes prior to the designated starting time of the service.

The **Groom** and **Best Man** should be present – dressed – and ready to begin 15 minutes prior to the designated starting time of the service.

If the parties wish to dress at the church, an area is provided for your convenience.

### **DECORATIONS**

Decorations are acceptable if in keeping with the dignity of the ceremony. Flowers must be in clean, rust-free, leak-proof containers. The florist of your choice should have the decorations in place at least one hour before the service is scheduled to begin. The wedding party is responsible for the removal of all flowers and decorations after the wedding service is completed. If it is the wish of the wedding couple, the flowers may be left for the Sunday Worship Service. Please let the church office know if you will be leaving flowers.

**The use of rice or confetti is not allowed. Bird seed may be used outside and away from the entrances to the church. (Bubbles may be used outside the church building).**

### **PHOTOGRAPHS**

The wedding is a worship service; therefore, photographs with a flash are not to be taken during the wedding service. Flash pictures may be taken in the sanctuary after the ceremony has been completed. The photographer will be restricted to the back of the sanctuary during the service.

Videotaping is acceptable as long as only natural lighting is used and it does not disrupt the ceremony. Placement of the camera is to be approved by the pastor. To avoid disruption of the mood of the wedding, appropriate set up and arrangements should be made at least 30 minutes before the start of the wedding.

It is the responsibility of the wedding party to inform their photographer and guests of this policy and to communicate to the pastor with any questions or concerns.

### **BUILDING USE**

Smoking, alcoholic beverages and other abusive drugs are not permitted in the church building or on the church grounds. It is the responsibility of the wedding party to inform guests of all aspects of this wedding policy.

If the use of the church building is desired for the rehearsal dinner, please contact the Building Use Committee or the church office for a Building Use Request Form. The building is frequently used and scheduled on a first-come, first, served basis. Please be sure to request use of the building for rehearsal dinner as soon as possible.

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### DONATIONS AND FEES FOR WEDDINGS

#### CURRENT MEMBERS OF THE CHURCH:

Sanctuary	No Charge
Pastor	No Charge
Organist	\$200.00
Custodian (for church)	\$25.00
Dining Room	NO CHARGE
Custodian (for use of dining hall)	\$25.00

#### NON-MEMBERS OF THE CHURCH:

\*\* Deposit (Refundable following inspection) \$500.00

Sanctuary	(Fee)	\$300.00
Pastor	(Fee)	\$300.00
Organist	(Fee)	\$200.00
Custodian (for church)	(Fee)	\$40.00
Dining Room	(Donation)	\$325.00
Custodian (dining room)	(Fee)	\$40.00

\*\*\* The church Organist will play at all weddings or must approve of a substitute. The Church Organist is \_\_\_\_\_ phone \_\_\_\_\_.

The Marriage License is to be brought to the Wedding Rehearsal.

For non-members the deposit must be submitted as soon as a date has been selected in order to reserve the church. All donations and fees, as separate checks, must be submitted 30 (thirty) days prior to the scheduled wedding. In the event that the wedding is cancelled, the payment of donations and fees will be refunded upon receipt of a letter signed by the person who made the payment. Refund of the deposit will depend upon particular circumstances and is at the discretion of the Session.

Fees for pastor, organist, and custodian should be placed in a sealed envelope bearing the name of the person for whom it is intended and given to the church office or pastor, who will then distribute them.

The \$500.00 deposit will be cashed by the church. The deposit will be returned, if all is in order following the service. Inspection of the church following the ceremony will be conducted by two church officials. Extended pastor, custodial or organist time due to non-compliance with church policies will result in deductions from the deposit.

Flower petals cannot be scattered on the floor unless a full length runner covers the entire area where the petals will fall.

Smoking, alcoholic beverages and/or illegal drugs are not permitted in the church building or on church property

No alcoholic beverages or other drugs will be used by any of the wedding party immediately before or during the rehearsal or wedding.