

Weddings at Mt. Tabor



*Mount Tabor United Methodist Church
3543 Robinhood Road
Winston-Salem, NC 27106
Telephone: (336) 765-5561
Fax: (336) 768-4300
E-mail: paula.mansfield@mttaborumc.org*

Notes:

1. Date:

2. Time:

3. Pastor:

4. Music:

5. Video:

6. Florist:

7. Directors:

8. Reception:

9. Miscellaneous

Wedding Regulations for Members

All wedding fees must be paid by check two weeks prior to the wedding date. Please write 5 separate checks, payable to each individual. Please feel free to call the church office for the names of the persons to whom to write the checks.

Fees:

Pastor	Honorarium of \$200(minimum)
Organist	\$300
Sound Technician	\$100
Director	Honorarium of \$75(minimum)
Cleaning Service	\$100
	(Sanctuary and Dressing Areas)

** If the wedding and/or reception require the services of the cleaning service *after 9:30 p.m.*, there will be an additional charge of \$30, payable to the cleaning service.

****The Family Life Center is not available for receptions following weddings scheduled after 1:00 p.m.*



*Marriage is an institution
Ordained by God
To love and to cherish
Till death doth part
For love bonds hearts of man
To maid all the way
Love is the emblem of eternity
In essence it is spiritual fire
For it gives of itself
But is not bought
And conquers all that life
May require
Love spends all and yet hath store
It effaces memories
Selfish and base
And we are all born to love
So there's nothing
That can take its place
Yes, marriage is the institution
Where love can reign supreme
Where man can pursue the highest
And realize his greatest dream.*

By: Harriette McCormick
July 16, 1982

Introduction

The Mount Tabor United Methodist Church Wedding Committee, under the direction of the Worship Committee, will be responsible for directing all wedding services held in our church.

This committee of trained volunteers will be contacted as soon as the wedding is on the church calendar. Two members of this committee will be present at both the rehearsal and the wedding ceremony to direct, instruct, and assist you and the members of the wedding party.

We wish to assist you in making this a happy occasion; however, please do not feel it is necessary to invite the directors to your rehearsal party or reception.

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Fees and Honoraria

The use of the Sanctuary, Fellowship Hall, and other facilities of the church are available to members of the church for weddings without charge.

A Wedding Honorarium for the pastor is appropriate. One of the Mt. Tabor pastors must be involved in the wedding service and in the premarital counseling.

The Organist's fee will reflect the time involved in preparing and playing for the rehearsal and wedding service.

A Wedding Director from Mt. Tabor Church is responsible for directing the wedding. No fee is charged; however, a donation to the Wedding Committee is appropriate.

The use of the sound system is optional. If the sound system is used, a church technician is required for the use of the system and a fee for this service is required.

A fee for the Cleaning Service is required for all weddings. The amount is determined by the space used and covers preparation and clean-up of the facility. A list of special needs must be provided to the church office *two weeks prior to the wedding*.

All fees and honoraria should be paid by check two weeks prior to the wedding to the church office. See page 10 for details.

Other Instructions

In consultation with the directors, room will be provided for dressing. These areas should be left in good order and all personal items should be removed promptly.

Members of the wedding party should be instructed to protect personal items and gifts that are brought to the wedding or reception. They may be placed in locked areas, if desired.

Rice may not be thrown. Bird seed may be thrown outside the buildings.

Alcoholic beverages are not to be served at receptions held at the church. No members of the wedding party should come to the rehearsal or wedding under the influence of drugs or alcohol.

Mount Tabor United Methodist Church is a smoke-free environment. Smoking is permitted outside the buildings only.

The pastors and the staff of the church are very much interested in working with you in order that the wedding ceremony be a meaningful and a memorable service of worship for you, your families, and your friends. Please feel free to contact the pastors, staff, and Wedding Committee as you develop your plans.

The Marriage Covenant

In the marriage service, we worship the God who makes a new covenant with us in Jesus Christ. For this reason marriages will be celebrated in the Mount Tabor United Methodist Church with couples who have entered into the covenant of membership with our church through promises made to God and to each other. Our conviction is that we can be most helpful to couples who are members of our congregation and who participate in this worship, fellowship, study, service and prayer life.

The following statement was proposed by the Wedding committee to The Administrative Board, which adopted it at its March 8, 1998 meeting:

"Weddings will be held in the Mount Tabor United Methodist Church sanctuary for members, children, grandchildren and siblings of members of the congregation. The pastors will extend the ministry of the church through premarital counseling and celebration of marriages of persons who are not members at alternative settings."

Dr. Earl Wilson, Senior Pastor

Guidelines to Planning Your Wedding

(Revised by the Administrative Board, March 8, 1998)

The wedding service is one of several kinds of worship experiences at Mt. Tabor that is conducted in its most meaningful setting in the sanctuary of the church. The Christian wedding is a sacred event in the lives of two persons who commit themselves to each other in the presence of God and in the company of family and friends.

The pastors, staff members, and members of the Wedding Committee of Mt. Tabor Church are available to you during the planning stage and in the celebration of the service of marriage.

In an effort to be of maximum help to you as you develop your plans, the following procedures and suggestions will be helpful:

Facilities Available

For Weddings:

Sanctuary

Seating Capacity 450

For Receptions:

Family Life Center

Capacity 500

Fellowship Hall

Capacity 200

Parlor

Capacity 35

Arrangements

Schedules for weddings, rehearsals, and receptions at the church should be made with the pastor as soon as possible, in order to assure placement on the church calendar. The sanctuary is usually the place for the wedding service. Receptions may be held in the Fellowship Hall, Family Life Center (for weddings before 1:00 p.m.) or Parlor.

Pastor

One of the pastors of the church will be in charge of the wedding service as well as the rehearsal. Should another pastor be desired to assist in the service, the senior pastor of the church must issue the invitation. A program of pre-marital counseling with one of the pastors is required for all weddings held at the church.

Wedding Committee

The Wedding Committee will be responsible for directing all wedding services held in our church. The pastor will contact the chairperson of this committee as soon as the wedding is on the church calendar. Two members of this committee will be present at both the rehearsal and the wedding ceremony to direct, instruct and assist you and the members of the wedding party.

Professional Wedding Planners

We understand that some brides will employ the services of a professional Wedding Planner and that is acceptable. However, the rules of the Church's various committees will constitute the guidelines for the use of the sanctuary and for the actual ceremony. The Wedding Planner is **required** to meet with the assigned Mt. Tabor Wedding Director for preliminary plans to foster a clear understanding of each person's role for the rehearsal and wedding day.

Music

The Order for Marriage is a sacred service asking God's blessing on the foundation of a Christian home and family. Any music used should be equally fit and acceptable for use in any regular service of the church. Because the United Methodist Church has a tradition of identifying appropriate music based on its theology, the music in weddings should express the gospel of Jesus Christ, provide a setting which embraces the worship of God's people, and serve as a worthy offering to God. Popular music (love songs, ballads and the like that one hears on the radio today) excels in recalling and emphasizing secular or personal associations and is inappropriate for a wedding ceremony. The church organist and the Director of Music Ministries can draw on their training and expertise to offer suitable and appropriate suggestions for all the music of the wedding including processional and recessional music. The use of congregational hymns is encouraged.

A conference will be scheduled with the Music Ministry for the planning of music for your wedding. A list of appropriate, dignified music will be given to you at the planning conference. A substitute organist may be secured when the church organist is unavailable, and will be approved by the church organist. All music selections must be finalized three weeks prior to the ceremony.

The use of other musicians, such as instrumentalists and soloists, enhances the beauty of the ceremony and can make the occasion very special. The Director of Music Ministries can recommend a number of professional musicians who may be engaged to play during the wedding. Every effort will be made to provide music which pleases the bride and groom, is in good taste and is in conformity with United Methodist standards for worship.

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Photographs

The use of reputable professional photographers usually insures good pictures of a wedding. Such photographers are aware of the etiquette of wedding photography and refrain from taking pictures that conflict with the worship setting. For this reason, the photography of entrance and exit should be taken from within five pews of the central door leading into the sanctuary. *Flash pictures should not be taken during the service by professionals or amateurs.* It is customary for the wedding party to have pictures taken prior to or following the service.

It is the responsibility of the bride and groom to ensure that the photographer is aware of and is willing to abide by the church's policy.

Video

The service may be video taped provided that all equipment is discreetly placed in the balcony so as not to interfere with the service of worship. *The videographer should not move during the service.*

It is the responsibility of the bride and groom to ensure that the photographer is aware of and is willing to abide by the church's policy.

Equipment

2 silver Altar Candles
2 silver multi-branch Candelabra
2 brass Altar Candles
1 brass Unity Candle
Silver and brass Altar Urns
6 Hurricane Globes for windows (use a special votive candle)
For use in the Sanctuary only

Flowers and Decorations

We are fortunate to have a sanctuary ideally suited for weddings. Elaborate decorations are not necessary to make the chancel area attractive for the service. In making your plans, please use the following guidelines:

Flowers for the altar must be live.

The Church has urns and candle sticks for use on the altar.

The white paraments (altar cloths) will be used.

Only silk petals may be used in the aisle during the processional.

Decorations should be removed within two hours after the wedding. The exception would be flowers remaining for Sunday worship.

Please, No...

Aisle cloths

Dripping Candles

Tacks, pins, nails, glue or any other material that may deface the building or its furnishings.

If families wish to have wedding flowers for use in worship on the Sunday following the wedding, arrangements should be made well in advance with the Altar Guild. An acknowledgement will be placed in the Sunday bulletin.

Reputable florists are usually well aware of their responsibilities and problems are rare with these professionals.