

# WILLIAMSVILLE UNITED METHODIST CHURCH

## WEDDING INFORMATION

The Williamsville United Methodist Church extends heartfelt congratulations and best wishes on your upcoming marriage. This packet is intended to help you in planning your wedding service.

In choosing to have your wedding at WUMC, you are asking for a Christian service. A Christian wedding service is an act of worship characterized by dignity, reverence, joy, and, we believe, by the gracious presence and love of God. While there may be variations in the order of service from wedding to wedding, the order of service of every wedding will be one deemed appropriate by a pastor of WUMC.

We hope that as you look ahead, you will look to the church community as one place where your marriage covenant can be supported and enriched. We invite you to make church attendance and participation in the life of the church part of your married life-style. Church affiliation by a couple can provide a spiritual strength which keeps them joined in an affectionate participation in all the joys and struggles of their life together.

### FIRST STEPS

1. **BEFORE** making public announcements of your wedding date and commitments for your reception, consult with one of the pastors about his availability and whether or not the church calendar is clear. If you have no preference as to which pastor will officiate, they will make a determination based on calendar and work load.

Both of you are expected to meet with the pastor **at least** three times prior to the rehearsal and wedding. Make plans for these sessions well in advance. These meetings include premarital counseling and detailed planning of the order of service for your wedding.

WUMC considers your date only "pencilled in" until after your second meeting with the pastor. After that session, we consider the date firm.

Be aware that we consider some dates inappropriate for a wedding for various reasons. They are: the Saturday prior to Thanksgiving Sunday, Christmas Sunday, Palm Sunday and Easter Sunday.

It is customary to have a rehearsal. All members of the wedding party should be at the rehearsal so the wedding service itself will run smoothly. The pastor is in charge of the rehearsal; speak to the pastor about any changes in your plans prior to the rehearsal. Rehearsals **MUST** begin on time to respect the other obligations the pastor may have. A rehearsal should take no more than an hour, and is usually scheduled for the evening before the wedding.

If you wish to have a minister other than one of the appointed pastors of WUMC participate in the service, a request must be made to the officiating pastor. If approved, the officiating pastor will make the appropriate invitation. A guest minister may assist one of the pastors of WUMC. To avoid embarrassment and complications, a guest minister should be contacted only after approval has been given by the WUMC pastor.

2. Soon after your first consultation with one of the pastors, contact an organist (from the pre-approved list the pastor will give you) and persons you may wish to have as soloists. If you wish another musician to play, please tell the pastor and the organist. It is expected that any guest organist will be experienced in the use of organs comparable to ours and will observe the musical standards of the church.

In selecting music for your wedding, remember that this is a service of worship. Some kinds of music, such as popular songs or show tunes, are more appropriate for your reception than for your wedding service.

If you have engaged a soloist, make arrangements for the organist to rehearse with the soloist. Generally it is not necessary for the organist to be at the rehearsal.

## OTHER DETAILS

**FLOWERS:** Make arrangements with a florist of your choice. A single, moderately-sized floral arrangement fits on the altar table. Other appropriate decorations may be placed elsewhere in the chancel area but are not required.

If you wish an aisle runner, it can be obtained through your florist. However, we feel they are unnecessary and discourage their use.

Florists and wedding consultants should be advised that **taping anything to the pews is forbidden**, clips or ties should be used instead.

If your flowers will be delivered to the church outside of regular business hours (Monday through Friday, 9:00 a.m. to 2:30 p.m.), make arrangements with the pastor several weeks prior to the wedding for delivery at another time. Be clear with your florist that special arrangements have been made and that the church building is not generally open through out the day on Saturday.

The flowers you place on the altar may be taken with you following the service or left for the following Sunday's morning worship service(s). Please tell the church office ahead of time which option you choose.

**CANDLES:** Two candles for the altar are provided. Two 7-branch candelabra, candles lining the pews, or candles for the sanctuary wall sconces are available at extra charge. (Candle-light services are appropriate after 6:00 p.m.) If you desire to have family and wedding candles as part of your service, you must provide these.

**PHOTOGRAPHY/VIDEO:** Your photographer may take flash photos from the center aisle during the processional and recessional **ONLY**. During the ceremony, the photographer may take available-light photographs **from the balcony**. The sanctuary can be used for photographs following the wedding service.

Your guests are not to take flash pictures during the service. It is your responsibility to make this clear to your guests.

Professional videographers may use one of the side aisles during the service. Photography and video are not permitted from the chancel area during the service.

**BRIDE'S ROOM:** A room with separate entry off the church parking lot is available for the bride and her attendants.

**RECEIVING LINE:** If you wish, you may use the Oakgrove entrance lobby for a receiving line following the service.

**BIRDSEED, ETC.:** Because the throwing of rice, confetti and birdseed is environmentally harmful and difficult to clean up, we must insist that your guests refrain from doing so.

**CAPACITY:** The WUMC sanctuary will seat about 250 on the main floor. The balcony has seating for another 40.

**ACCESSIBILITY:** WUMC has an elevator which makes all levels of the building accessible from the outside elevator door which is just off the parking lot. The elevator will accommodate 3 persons or a person in a wheelchair and one attendant.

**PARKING:** WUMC has on-site parking for 14 cars, including handicapped spaces near the elevator. Space on Oakgrove can be reserved for the bridal party. If you will be having a stretch limousine or wedding bus, be sure the church custodian knows so extra space can be reserved. Encourage your guests to park on Oakgrove or Main Street. Nearby parking lots are only available when the businesses they service are closed.

**BULLETIN:** You may wish your guests to have a printed order of service. Consult with the pastor about what should be included. We encourage you to arrange for the typing and copying of the bulletins. These should be brought to the church no later than on the day of the rehearsal. If the church office does the typing, supplies the bulletin stock and/or does the copying, you will be charged the cost.

**NYS MARRIAGE LICENSE:** It is your responsibility to obtain a NYS marriage license. These are valid for 60 days after they are issued and may be obtained at any town or city clerk's office. Give the pastor the license and its return envelope at the rehearsal at the latest.

**FEES:** Costs are detailed in the attached sheet. Checks covering your expenses are due in the church office at least **one week** before your wedding.

**NO SMOKING** in the church building.

**Alcoholic beverages are NOT** permitted in the church building or on church grounds.

## **PHONE NUMBERS**

**Messages can be left at the church office number (716) 634-4800 for any of the following people:**

Pastors:	Gail Lewis, Daryl Bennett, John Wetherwax
Office Manager:	Denise Barham
Custodian:	Mary Ann Horey