

***Planning Your Wedding
at
First Presbyterian Church***



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Be sure to try on any rented garments in time to make any adjustments. Rare is the wedding where all the tuxes fit correctly the first time!

Remember your marriage license! The marriage cannot be performed without it! Bring it to the rehearsal and give it to the Wedding Coordinator at that time - just to be safe.

Remember the ring or rings!

Enjoy your day!

Your Wedding

We think our sanctuary provides a particularly beautiful and appropriate place for you to begin your lives together as husband and wife. We are glad that you have chosen First Presbyterian Church of Anaheim and that you are taking the opportunity to ask for God's blessing on your union.

Our Wedding Coordinator is Kathy Wagner. She can be reached at (714) 447-1719 or kathywagner1@gmail.com. Please feel free to contact her with your questions.



The Wedding as an Act of Worship

Presbyterians understand a wedding service to be, first of all, a service of worship to God. The service begins with a focus on God's providential care and for the love of God in Christ. The secondary focus is on the couple being married and every effort will be made to create a service which meets their needs and makes the wedding an occasion of joy and celebration. A printed *Order of Worship* can be made available so that everyone can participate fully in the service.

There may be questions that arise about the appropriateness of some practices. It is hoped that the premarital consultations will cover these questions adequately.

Who Conducts the Wedding Service?

It is our church's standard policy that a pastor of the First Presbyterian Church of Anaheim will conduct wedding services performed in the sanctuary. For special reasons, upon request, the pastor may consider extending an invitation to another minister to participate in the service or to act in his or her stead. If another pastor is to conduct the service he or she must provide the church office with an order for worship for advance approval. The visiting pastor's religious affiliation must be publicly acknowledged.

Pre-Marital Consultations with the Pastor

All weddings conducted by one of the pastors of the church will be preceded by premarital consultation where the service will be discussed and planning begins.

Another purpose of this meeting is for the pastor to get to know the couple better and become acquainted with their understanding of marriage.

Wedding Fees

For a sanctuary wedding, the wedding fees cover expenses

reading some of the scripture lessons or an appropriate tribute to the occasion.

Acolytes - The acolytes light the pew candles and the bride and groom candles on the communion table. Sometimes parents light these candles.

Ushers - An usher welcomes the arriving guests and assists them to their seats.

Guest Book Attendant - Encourages all guests to sign the Guest Book .

Receptions

It is possible for the couple to have a wedding reception in the church's fellowship hall which will be a separate fee. The fee starts at \$1200.00 for hall only. The hall can hold 280 for a dinner. A reservation for such use should be made through the Church Administrator at the time the wedding is scheduled. The rental fee is for six hours, (two hours set-up, 3 hours party, one hour clean-up) of use of the hall. There will be an additional charge for any time beyond that. Music (live or recorded) is permitted at receptions. The Session does allow the use of a champagne or wine toast, if served by approved licensed caterer. An additional fee will apply.

On Your Wedding Day

Your Wedding Coordinator will arrive at the church two hours prior to the time of the service. The fee you have paid reserves the sanctuary and dressing rooms for three hours which begin when the Coordinator arrives. Your photographer will let you know how much time he/she needs for pictures to be taken before the service; however, if you will not be taking any pictures prior to the service you need not arrive more than one hour in advance. If you are taking all of your pictures prior to the service, special arrangements will need to be made with the Wedding Coordinator.

Bring along some crackers to help ward off "butterflies" in your stomach.

compatible with the theology of marriage. The service may include a hymn sung by the congregation as an audible sign that the wedding guests are actively involved in the service.

The Wedding Coordinator will assist you in contacting the organist.

Flowers

The church provides pew candles, ropes and bows, the candles on the communion table, and the unity candle. There are two pillars for floral arrangements which hold standard one-gallon florist pots. When you meet with the Wedding Coordinator, you can see the decorations.

Flowers may be delivered to the church two hours prior to the service. If the florist is attaching flowers to the pew candles, please let the Wedding Coordinator know. If the flowers used in the service are to be transported to the reception afterwards, have someone assigned to that task. If you do not want to take the flowers, the church will use them in our service the following Sunday and will take them to members who are home-bound.

People In and Attending Your Wedding

When you meet with the Wedding Coordinator you will discuss seating arrangements you refer for parents, grandparents, or other close family members who will be escorted down the center aisle. The guests you wish to have seated in one or two pews reserved just behind your immediate family should be told to mention this to the usher as they are seated for the service.

Some couples choose other friends or relatives who are not in the wedding party to be:

Readers - A reader participates in the actual service by

for the use of the church facilities and the time spent by the pastor, organist, soloist, coordinator, and assistant coordinator, and the unity candle, printed *Order of Worship*, sound technician, rehearsal time, rooms for both men and women to dress, and all decorations except flowers. The fee is \$2,000. A deposit of \$500 is required to reserve your wedding date. The deposit does not apply to the fee. It may be refunded if there is no damage or overtime charges. The deposit must be paid at the time the Wedding Agreement is submitted. The balance of the wedding fee must be received no later than 30 days prior to the rehearsal date.

The Duties of the Wedding Coordinator

In making preparations for any wedding to be held in the sanctuary, the couple must be in communication with the Wedding Coordinator well in advance of the wedding. The Wedding Coordinator will contact you to arrange this meeting. This is to facilitate the smooth execution of all plans, to answer questions, and to make the bride and groom aware of details that they otherwise may overlook.

The church Wedding Coordinator is to be engaged for all weddings to:

- be your advisor in planning wedding arrangements;
- take charge of and direct the wedding rehearsal with the pastor;
- direct the set-up and decorating of the sanctuary, and be responsible for seeing that the wedding goes smoothly.

Use of Facilities

The use of the sanctuary and fellowship hall, along with the other facilities of this church, are governed by guidelines established by the Session. It is a policy that church programs or weddings of church members be given first

priority in the use of facilities. In the event of a conflict of date or time, the pastor reserves the right to reschedule a wedding, in consultation with the couple.

It is recommended that as much notice be given as possible in securing a reservation and returning the application form. When this is received along with the retainer of the wedding fee, the date and time of the wedding will be entered on the master calendar in the church office.

No alcoholic beverages are allowed on our premises, except at receptions. This also includes the cars and limousines. Alcohol and nervous excitement do not provided the basis for a smooth wedding.

Smoking is not allowed inside any of the buildings.

Dressing Facilities

A dressing room is made available and there is a restroom nearby. It is suggested that the women have their makeup and hair done before they arrive, but that they dress at the church to keep the gowns fresh and wrinkle-free.

The men may dress at home or at the church. A dressing room is made available to you for this purpose. If you choose to dress at home, the jackets will stay much nicer if they are transported to the church on a hanger.

Photographs, Video and Rice

It is the strict policy of the Session that confetti, bird seed, or rice not be thrown on the church grounds, public sidewalks, or the church parking lot. It can be very dangerous to persons walking, particularly older people who may not have sure footing, and it is difficult to clean.

Photographs are an important part of your wedding. In order

to keep an appropriate atmosphere in your wedding, there are several places where photography, *without flash*, may be shot. Your Wedding Coordinator will meet with you several weeks before your wedding when this and any other concerns will be addressed. It is requested by our church Session, that your guests allow your professional photographer take the pictures during the service. Guest's cameras and flashes are very distracting to the wedding official as well as the rest of your guests.

Video recording is permissible if the operator is located in an area assigned by the Wedding Coordinator, remains at that location, and uses only available lighting.

If there are any questions regarding the propriety of taking pictures or other activities associated with the wedding the Wedding Coordinator will make the final decision, in consultation with the pastor.

Wedding Music

The church organist is the organist for all weddings conducted in the sanctuary. In the event that she cannot be present, a substitute will be secured by her. All music is to be selected in consultation with the organist who will know what is compatible with the worship focus of the service conducted in our church. She has a large repertoire of music written for the organ or piano which can be used at various points in the service.

The church will provide a soloist if one is desired, or you may have a soloist from outside the church, in which case, please give the organist's phone number to him or her so they can arrange rehearsal time together. There is a grand piano in our sanctuary which can be played by guests of your own choosing. All musical selections must be approved by the pastor.

Ordinarily, classical and sacred music will be given priority, although some contemporary music is acceptable if the lyrics and tune are in harmony with a worship emphasis, and