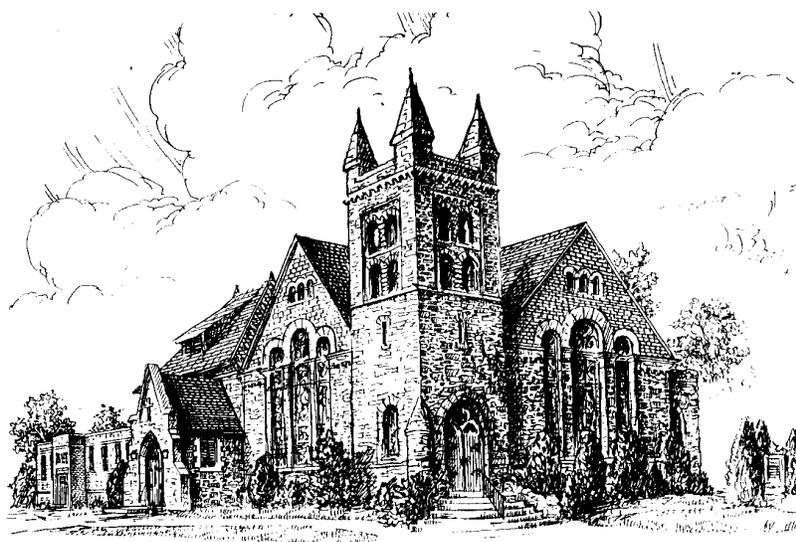


# Trinity United Methodist Church

36 W. Maple Ave., Merchantville, NJ 08109

Church: (856) 665-1806



## *Wedding Arrangements*

October 2023

## TRINITY UNITED METHODIST CHURCH

36 West Maple Ave. Merchantville, NJ 08109

Rev. Hyunsook Song

Church (856) 665-1806      Cell (856) 308-8287  
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### **WEDDING ARRANGEMENTS**

#### **Welcome!**

Trinity United Methodist Church is happy to make its staff and facilities available to you at this joyous time in your lives. We hope that by this service of Christian Marriage your life together will be blessed and that your wedding day will be remembered with joy.

#### **Getting to Know You**

The pastor should be contacted as soon as possible. She will want for you to attend a Sunday morning worship service and then to meet with her.

The church secretary assists the pastor in scheduling and other arrangements. She may be contacted at the church office Tuesday, Wednesday or Friday from 9:00 a.m. to 1:00 p.m.

#### **Requirements**

We do not ask that you be members of this or any church, but rather that you sincerely seek the quality of marriage relationship which the church upholds. Many couples do in fact rediscover the relevance of the Christian faith at this important time of their lives. The pastor will want to discuss this with you.

#### **Scheduling**

We require at least 30 days notice of a wedding so that proper preparations can be made.

The pastor does not conduct weddings on Sundays, and if a location other than the church will be used, the pastor needs to be consulted.

### **Pre-Marital Planning**

Couples are expected to participate in pre-marital counseling sessions with the pastor. Couples will also meet with the pastor to discuss the marriage service and its meaning, and make plans for the ceremony.

### **Marriage License**

The marriage license must be applied for in the municipality where the bride resides. If neither bride nor groom resides in New Jersey, it must be applied for in Merchantville.

The license may be picked up 72 hours after application and lasts for 30 days. We recommend that the license be applied for 2-3 weeks before the wedding. Blood tests are no longer required.

Please bring your license to the church office on the **Tuesday or Wednesday prior** to your wedding. The **rehearsal is not adequate** time for this since we need to prepare the certificate on the license form. Please cooperate on this matter.

### **Photographs**

We recommend only the photographer take photos – friends and family are welcome to take pictures before and after the ceremony.

### **Guest Ministers**

It is normal for the pastor of the church to officiate at all weddings. If a family desires to ask another United Methodist minister, such desires should be made known to the pastor who will extend the invitation to the other minister. Pastors from other churches are always welcome to assist in the ceremony.

### **Financial Obligations**

Many ask what is proper in financial gifts for those serving in the church and thereby making the wedding possible. The following information is given to be helpful and to avoid embarrassment.

If you or members of your immediate family are active members of Trinity United Methodist Church there is no fee for church or pastor.

The fee for the organist is \$250.00. The organist will be present for your rehearsal.

The fee for the Sexton is \$150.00. The Sexton prepares the facilities, assures the smooth movement of the rehearsal and ceremony, and cleans the church following the wedding.

For nonmembers an honorarium for the pastor of \$250.00 is appropriate.

The church fee (\$250.00) should be paid at the time of reserving the church. The date requested will thereby be confirmed.

Other payments should be brought to the church office on the Tuesday or Wednesday prior to the wedding, along with your marriage license. Payments may be in either cash or check.

Separating of gifts in clearly marked envelopes for the organist, sexton, pastor and church would be appreciated.

It is the wish of the church that no one be excluded from a church wedding for financial reasons. If this is a problem, please speak with the pastor. In most instances however, these fees will be seen to be reasonable in relation to the total cost of the wedding.

**Summary of fees****Checks payable as follows:**

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Church .....	\$250.00	Trinity United Methodist Church
Organist .....	\$250.00	Name will be provided
Sexton.....	\$150.00	Mr. Johnnie Thomas
Pastor .....	<u>\$250.00</u>	Rev. Hyunsook Song
Total Cost		
of Wedding.....	\$900.00	

Church payment at time of booking. Others in separate envelopes, on the Tuesday or Wednesday prior to the wedding.

**Bulletins**

Printed bulletins listing the wedding attendants and the order of the service will be printed free upon request. If you require special bulletin covers, these, plus the information to be printed must be delivered to the church office at least a week prior to the wedding.

**Music**

Since your wedding is being held in the church, the music should reflect your faith and the faith of your church. The organist will be glad to consult with you in this matter.

If organ music is desired, the church organist or a substitute will be engaged by the church. Another organist is not permitted unless approved by the church. If a soloist is desired, the family may make their own arrangements but the music should be discussed with and approved by the organist. It is the responsibility of the family to supply to the organist any specially requested music far enough in advance for adequate preparation, and soloists must rehearse with the organist. We do not have facilities for tape-recorded accompaniment, nor do we permit the playing of taped music.

### **Decorations**

The regular arrangement of the Altar furniture is required for all weddings. You are welcome to have flowers and pew decorations if you desire. If a white runner is to be used, you can arrange this with your florist. The aisle is carpeted and slightly inclined so you might choose to dispense with this.

### **Candles**

If you are having the lighting of a special wedding candle as part of your ceremony, you are asked to supply all three candles (2 standard 12 inch tapers with candle holders, as well as the wedding candle of your choice).

### **Departing to Limousine**

We ask that your guest be provided with a way of greeting you that does not require a lot of clean up. Bubbles and bells are appropriate. We prefer that rice, birdseed and confetti **not** be used. We appreciate your understanding in this matter.

### **Receptions**

We will consider requests from church members to use the Fellowship Hall for simple receptions which follow immediately after the ceremony. This will depend on church scheduling. A fee schedule is set by The Board of Trustees. Alcoholic beverages and smoking are not permitted on church premises.

### **Rehearsal**

You are welcome to arrange for a rehearsal, usually one or two evenings before the wedding. Parents of both bride and groom are welcome and encouraged to attend.

### **Arrival times**

We ask you to be prompt for your rehearsal and wedding.

Your ushers should be in their places at least a half hour before the ceremony.

The best man should accompany the groom to the church thirty minutes before the service.

The bridal party should arrive at the church at least ten minutes before the service. **We recommend that the limousine bring you to the front parking lot entrance.** The Sexton will escort you to a waiting area. The limousine can then go around to the Chapel Ave. main entrance for your departure.

The mother of the groom will be ushered to her place about five minutes before the ceremony. The bride's mother will be the last person to her place.

### **Respecting Church Policies**

Whenever going into a church other than one's own, common courtesy should lead us to inquire about and to respect the policies of that church. For example, alcoholic beverages are not permitted in the buildings or grounds.

Church policies are not intended to detract from our enjoyment but to promote a special understanding of the wedding event and the joy we can receive from it.

### **Sunday Worship**

You are warmly invited and encouraged to join us in regular Sunday worship, so that your wedding service will be part of an ongoing spiritual foundation for your marriage.

**Worship begins at 10:45 a.m.**