

**Wedding Policy**  
**Grace United Methodist Church**  
**Sioux City**

We welcome you to Grace United Methodist Church; what an exciting time in your life! Please take time to acquaint yourself with our wedding policy and contact us if you have questions.

**Scheduling a Wedding:**

Contact the church office to notify us of your desire for a wedding service at Grace Church (276-3452). You will receive a copy of the Grace UMC Wedding Policy and then will need to consult with one of the pastors. **Be aware that only one of our pastors and not the Church Secretary can schedule weddings.**

The pastor will consult with you concerning the preferred date and time, and will then refer the request to the church staff, to check calendars for conflicts of date/time. The pastor will also schedule an initial visit with you to discuss your wedding plans, your desire for a Christian service of marriage, pre-marital counseling, and other concerns. At the conclusion of this meeting there should be an agreement between the couple and the pastor on the date and time of the wedding service, expectations for pre-marital counseling and other aspects of wedding preparations. The couple will then be asked to make a \$100.00 deposit.

Only upon receipt of a deposit of \$100.00 will the date be entered on the office calendar. At this point the couple is authorized to make plans for their wedding at Grace UMC.

If it becomes necessary to make a change in date/time for the wedding, consult with the pastor immediately. .

Grace UMC is used for many ministries. It may be necessary for a wedding party to share the building with another group or activity. The wedding party may have limited access to certain areas of the building. Please note that because our Saturday worship service meets in our Chapel at 5:30 p.m. Saturday weddings may not be scheduled to start later than 4:00 p.m.

**Pre-Marital Counseling**

Grace UMC requires premarital counseling for persons who have weddings at Grace. The couple and the pastor will agree on the required counseling sessions at the initial meeting with our pastor.

**Rehearsals:**

The rehearsal provides an opportunity for every person in the wedding party to become familiar with the worship order and physical arrangements for the wedding. The date/time for the rehearsal will be set during the first interview of the pastor and the bride and groom. Normally the rehearsal is scheduled the evening prior to the wedding, and varies in length of time required; plan for one hour. All the participants in the service should attend. It is essential that all persons arrive on time.

**Wedding License:**

Contact the Woodbury County Recorder (279-6626) for up-to-date information concerning the license. A license acquired in Iowa is usable anywhere within the State for an indefinite period of time. Cost of the license is \$35.00. A blood test is not required. Three full days are required after application before the license is issued, so plan accordingly. County courthouses are not open on Saturdays, Sundays or holidays.

**Guest Ministers:**

A pastor from Grace UMC will officiate at weddings celebrated here; however, if you wish to include another minister, the pastor from Grace UMC will make that contact and issue a personal invitation for that minister to assist in the wedding service. A pastor may at his or her discretion invite another minister to officiate in his or her place. This is at the discretion of the pastor in charge.

**Music/Musicians:**

The Church Office Staff will furnish information to assist you in selecting an Organist or Pianist.

Please do not make final decisions concerning music selections until you have discussed these ideas with the pastor and the organist. (Music must be appropriate for a service of worship). The organist can assist you with your music selections, including the processional, recessional and solos. The couple is responsible for providing the necessary sheet music to be used by the soloist(s) and instrumentalist(s). The lyrics should also be discussed with the Officiating Pastor. Provide the music two weeks in advance of the wedding.

Musicians will be responsible for arranging their own practice sessions at a time other than the wedding rehearsal. If accompaniment audio cassette tapes are used, it will be necessary for the couple to make arrangements with the sound technician.

**Sound:**

A technician for these services will be available during the rehearsal and the wedding. If you wish to use recorded music our own sound technician must operate the sound system.

**Photography:**

Couples may have a photographer during the ceremony. Photographers should discuss with the officiating pastor their plans for photographs during the ceremony. The photographer should not take photos in such a way that it interrupts the ceremony.

**Printed Programs:**

Our office staff will gladly share information as to where the special wedding covers may be purchased and where printing may be arranged. Consult with the pastor prior to submitting your wedding folder copy to the printer. The church does not print wedding programs.

**Receptions:**

Please contact the Church Office Staff with the desired details for your reception. You will then be instructed as to how to proceed. A member of United Methodist Women of Grace Church must be present whenever the kitchen is used.

**Decorations/Flowers/Candles/Rice:**

No tacks, glue, tape, wires, or clamps shall be used to attach decorations in the Sanctuary or Chapel. Decorations may be tied with ribbons or string. All decorations must be removed from the church the same day as the wedding. It is expected that Sanctuary decorations which have been installed for special church-year seasons or occasions will remain undisturbed.. Any changes will be under the guidance of the officiating pastor.

Requests to use additional candles and/or decorations should be discussed with the officiating pastor.

If floral petals are used, Grace UMC will require an aisle runner to prevent staining of the carpet. Plan to provide 100' of aisle runner.

No rice, birdseed or similar substances are permitted inside or outside the

church.

If floral arrangements are left by the couple to be used for Sunday services, please inform the Church Office Staff one week in advance so that a courtesy acknowledgment may be printed in the Sunday worship bulletin.

**Equipment Available:**

- 2 Candelabras, candles provided
- 12 Isle Candle Holders, candles provided
- Unity Candle Holder
- 12 White Banners for display in the Sanctuary
- Assorted Flower Pedestals

**Miscellaneous:**

Smoking or alcoholic beverages are not allowed on the premises at any time. Persons who abuse this policy may be asked to leave.

Children are not to be left unsupervised. Arrangements for nursery or child care must be made in advance.

Grace Church is not responsible for gifts or items brought to the church or items left at the church. Please make sure that all items are removed from the church at the close of your wedding service. (It is suggested that you assign a responsible family member this function.)

It is important to note that for persons with limited finance, or who wish a more intimate ceremony, special arrangements may be made in consultation with the pastor.

Within 4 weeks prior to your wedding, contact the Church Office Staff to inform us what equipment you will use and what time you need access to the church the day of the wedding.

The pastors of Grace UMC have freedom to exercise discretion in using this policy.