

# Guide for Couples Planning to be Married



at

The People's Church of Dover  
United Church of Christ  
46 South Bradford Street  
Dover, Delaware 19904  
302-674-4177

## The Wedding Service at People's Church

By asking our pastor to perform the ceremony you are requesting a religious service. You are saying, "We wish to take our vows before God and our friends. We seek God's blessing in our life together."

Because a church wedding is a worship service, the liturgy shall be that of a worship service such as "The Order of Worship for Marriage" in the Book of Worship of the United Church of Christ, or as directed by the church's pastor.

### Schedules and Communication

In order to avoid the embarrassment of announcing your wedding date only to find either the pastor or the church unavailable, you should consult with the pastor or the church's wedding consultant before publicly announcing the date and time for your wedding.

When you contact the pastor, you will arrange for you and your fiancé to meet with him. Both the church and the pastor have a standing rule that couples married in People's Church will have four pre-marriage counseling sessions with the pastor. These conversations should be held well before the wedding date.

It is expected that our pastor will officiate at all weddings at People's Church. If you wish another minister to assist, the etiquette and ethics of this request are as follows. You inform the pastor of the church, and he will invite your guest minister to assist.

### Decorating the Church

**Kneeler** The church has a kneeler for use during the wedding ceremony. The pastor will discuss with you whether or not to use it in your wedding. One consideration will be how cumbersome the bride's wedding gown will be if she kneels.

**Flowers:** You may select a florist of your choice. Since the altar symbolizes the presence of God, any flowers placed on the altar should enhance its simple beauty and not dominate it. The altar candles should be visible, and so only one floral arrangement is permitted on the altar. Other flowers need to be placed in other parts of the nave.

**Candles:** Two altar candles are provided by the church. Two black wrought iron candelabra are available for your use, but you must provide the (14) candles and other decorations for them. **Dripless candles are required.**

**Aisle Runner:** The church does not provide the "runner." You may purchase a disposable aisle runner from your florist, if you want one. The fabric runner is superior to the plastic one. It should be **100 feet long.** Many weddings here do not use an aisle runner at all.

**No Tape or other Adhesive** may be applied to the pews, walls, windows or furnishings. Bows attached to pews should be held by ribbon or cord. See the wedding coordinator for assistance with this.

### Rehearsal and Ceremony

You will need to schedule a rehearsal if others are participating in the ceremony. Since the wedding is a worship service, the pastor is in charge of the rehearsal. To avoid discomfort or indecision, the couple should make all the decisions about the ceremony in the pre-wedding conferences, before the rehearsal. The wedding

service ritual is similar to that in all Protestant churches. It includes several elements which are at the discretion of the couple. Please consult the pastor regarding the variable elements of the service.

## Wedding Programs

If you wish, the church office can print your wedding program. The cost may vary depending on your selection of the cover. All details and information for the bulletin are handled by the church's Administrative Assistant, Mrs. Hotchkiss.

## Fees and Costs

There are many people involved in providing you the service of a beautiful and meaningful wedding. **Fees are due by noon eight days before the wedding.** Please prepare cash in envelopes or individual checks to the church and each of the persons involved. If your fees are not received on time your wedding may be cancelled.

ITEM	MEMBERS	NON-MEMBERS
1. The People's Church of Dover Building Usage		
Wedding Ceremony	\$ 0	\$ 750.00
Chapel Ceremony	\$ 0	\$ 150.00 if used
2. Rev. Dan Griggs Pastor's Honorarium	(your discretion)	\$ 250.00
3. Mr. Philip Betts Organist	\$ 100.00	\$ 150.00
4. Mrs. Phyllis Tarburton Wedding Coordinator	\$ 65.00	\$ 100.00
5. Mr. Henry LaSalle Custodian	\$ 50.00	\$ 100.00
6. The People's Church of Dover Printing programs (if asked to do programs: does not include the price of bulletins)	\$ 20.00	\$ 50.00

Definition: An "active member" is one who has "communicated with the church or made contributions of record to its support" within the past two years. (Bylaws V.5)

**Pastor's Discretion:** Non-member weddings will only be performed if both the bride and groom agree to the fees, to counseling, and to a Christian marriage. It is at the pastor's discretion whether to accept or refuse a non-member wedding. **Four pre-marriage counseling sessions with the pastor are required.** These will cover: 1) planning, 2) the meaning of a church wedding, 3) the vows and the covenant, and 4) communication.

## Wedding Coordinator

Mrs. Tarburton is the church's wedding coordinator. You may call on her for assistance with building tours, decorations, details, and direction as the ceremony begins. If you have chosen someone as your personal coordinator, that person will be in charge of everything outside the church, and planning.

## **Music**

All music at People's Church is under the direction of the Choir Director and the Organist. Unless the church organist is unavailable, he will be expected to play for all church weddings for which music is desired. However, if you prefer to include a guest musician for a part of the service, arrangements must be made with our organist before such a person is permitted to participate.

Since the wedding ceremony is a religious service, not a secular gathering, **all music shall be approved by the pastor or the organist** so that the selections will be appropriate for a Christian ceremony.

## **Photography**

Flash pictures may be taken during the processional and recessional, but not at any time during the worship service itself. If you want photographs of the wedding party at the front of the church, the party may re-pose them after the wedding. Professional photographers may set up camera equipment in the Bride's Room if pictures are desired before the service.

Video tapes may be made during the service as long as no additional lighting is used. We ask that video equipment be set up in the balcony so that it will not be in anyone's way. Not cameras of any kind are permitted in the chancel area during the service.

**Please see the Wedding Contract below**



## Wedding Costs at People's Church

ITEM	ACTIVE MEMBERS	NON-MEMBERS
1. <b>The People's Church of Dover:</b>	Building Usage	
Wedding Ceremony	\$ 0	\$ 750.00
Chapel	\$ 0	\$ 150.00 if used
Dining Room	\$ 0	\$ 150.00 if used
Printing programs	\$ 20.00	\$ 50.00 if used
	(does not include the price of the paper)	
2. <b>Rev. Dan Griggs</b>		
Pastor's Honorarium	(your discretion)	\$ 250.00
3. <b>Mr. Philip Betts</b>		
Organist	\$ 100.00	\$ 150.00
(Provides all the primary music for the wedding, including Prelude and Postlude, and participates in the rehearsal.)		
4. <b>Mrs. Phyllis Tarburton</b>		
Wedding Coordinator	\$ 65.00	\$ 100.00
(Available by appointment to view the church, sees to details on the wedding day, participates in the rehearsal.)		
5. <b>Mr. Henry LaSalle</b>		
Custodian for Wedding	\$ 50.00	\$ 100.00
(Prepares the church before the wedding, cleans up sanctuary, restrooms and dressing rooms after you have left.)		

Definition: An "active member" is one who has "communicated with the church or made contributions of record to its support" within the past two years. (Bylaws V.5)

*I have read and understand the costs for which I am responsible. I agree to pay the  active member /  non-member fee at least eight days before my wedding, and I understand that if this does not happen my wedding can be cancelled.*

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*Bride's Signature*

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*Date*