

Buncombe Street UMC

Wedding Policy

A Christian wedding ceremony is a service of worship, and those who are invited to share in this event are not spectators, but worshippers. It is expected that all aspects of the service will be conducted with dignity and in keeping with the liturgy, ritual, and traditions of the church.

Members of Buncombe Street United Methodist Church or children of members may use either of the Sanctuaries or the Chapel for weddings. To place a wedding on the church calendar, these persons must have been members of the church for at least six (6) months.

Once your wedding is scheduled, you should contact one of the ministers through the church office and ask him to perform your ceremony. You should then speak to the Rosemary Hughes, Director of Music and Arts, to put your date on her calendar and to reserve an organist.

Weddings will not be scheduled in the church Sanctuaries or Memorial Chapel on the weekends of Easter or Thanksgiving. Weddings during the seasons of Advent and Christmastide will be scheduled at the discretion of the Church.

The Downtown Campus Sanctuary will seat approximately 800 guests, the Trinity Campus Sanctuary will seat approximately 300 guests, and Memorial Chapel will seat approximately 220 guests. The latest hour for a wedding will be 7:00PM.

Ministers

Weddings at Buncombe Street United Methodist Church may be performed by one or more of our staff ministers.

If you want a visiting minister to assist in the ceremony, at your request the invitation will be extended by the officiating minister of Buncombe Street United Methodist Church, who will oversee all aspects of the service.

Please arrange to have your marriage license to the proper minister at least two weeks prior to your wedding.

Crucifier

All wedding processions will begin with a crucifer carrying the cross to the altar. Acolytes, if used, will follow the crucifer. All members of the wedding party will follow in procession.

Music

Music for your wedding will be arranged through the Director of Music and Arts. She will help you plan appropriate sacred music for the ceremony and will consult with you regarding soloists or instrumentalists. The Director of Music and Arts, or an associate, will play the organ for both the rehearsal and the wedding ceremony. The Director of Music and Arts must approve any visiting musicians.

All music, instrumental and vocal, will be in keeping with the standards of dignity and formality of worship at Buncombe Street United Methodist Church. The music selections should conform to the highest standards of musical compositions in classical style from any music period. The music should be uplifting and focus on the theme of joy. Secular music or love ballads will not be used.

If a soloist is desired, the church prefers that one of our soloists be used. However, if someone else is desired, the vocalist must be approved by the Director of Music and Arts before the rehearsal date.

All musicians should wear choir vestments or concert black attire.

When the Director of Music and Arts is not the organist for the wedding, **ALL** music—organ, piano, instrumental, and vocal—must be submitted in writing (complete with title, composer, and text, if requested) to the Director of Music and Arts by e-mail or post at least 6 weeks before the rehearsal date.

Reader

A reader should dress in pulpit-appropriate attire or robe.

The Wedding Committee

As soon as you have reserved the church facilities and engaged the minister and organist, a wedding director will contact you. She will arrange a meeting with you to discuss your wedding. Wedding Committee volunteers will be present at both the rehearsal and the wedding ceremony.

to direct, instruct, and assist you and members of the wedding party. There is no charge for this service, nor is it necessary to invite these helpers, the organist, or the minister to your rehearsal party or reception.

Decorations and Flowers

We encourage simplicity of decoration. The use of fresh flowers, greens, and candles should enhance the religious ceremony and participants, not overwhelm them.

Flowers

Only fresh flowers may be used for altar decorations and the bridal party EXCEPT during Advent and Christmastide. (During Advent and Christmastide, in both the Sanctuaries and Memorial Chapel, the usual Advent decorations will remain in place. No additional Sanctuary or Chapel flowers may be used.)

Two flower arrangements, placed on either side of the altar, are recommended. However, the bride may elect to have only one arrangement on the altar. Specific dimensions for both types of arrangements are as follows:

For two arrangements, flowers are placed in urns furnished by the church and will be placed on both sides of the altar ONLY. The dimensions are the following:

Measurement of liner: Width 9" (across top and lip)
 Depth 8"
 Bottom depth 5 1/2"

Size of arrangements—including container:

 Height 32" (from top of liner)
 Width 38"

For one arrangement, flowers are placed in an urn furnished by the church and will be placed on the Altar ONLY. The dimensions are the following:

 Height 30" (from top of liner)
 Width 37"

All flowers should be in the church at least two (2) hours before the ceremony. Please contact the Senior Minister's Assistant at 232-7341 for the best time to deliver.

Flowers used for Saturday weddings, either in the Sanctuary or the Chapel, are always left for the Sunday services and may be dedicated in memory or in honor of loved ones.

Please do not use flowers or candles on the pews. Neither pew torches nor candelabra can be decorated. No flowers or ribbons should be placed outside the church.

Candles

Candles may be used on the altar in the candlesticks provided by the church. Brass candelabra are available. A fee is charged for the use of these because they require odd-sized candles which are difficult to procure locally. To protect the carpet and furniture from candle wax, the church provides plastic sheets to be used beneath the candelabra. No additional candelabra may be used. No tacks, nails, scotch tape, pins, wire, or other attachments may be used on any furniture, walls, woodwork, or carpet. Furniture may not be moved, nor may a Unity Candle be used.

Pew Torches

Torches are available for use in the Sanctuary. They are used in pairs and are placed on the center aisle ends of the pews. The pew torches may **not** be decorated. There is also a fee for these candles.

Bride's Book

Please reserve your Bride's Book for the reception. The bride's book is not used at the church before the wedding to assure ample time for seating guests.

No decorations other than the candles may be used on the altar. Because there is no satisfactory way of safely using an aisle cloth, our policy does not allow the use of one.

The Wedding Party

Bridesmaids

Because of the limited space, the number of female attendants is limited to ten (10) in the Sanctuaries and five (5) in the Chapel.

At the Downtown Campus, the church parlor and bride's dressing area are available for the use of the bride and her attendants. Since the church cannot be responsible for any articles left at the church or in the bride's dressing room, attendants are encouraged to gather their belongings in an appropriate manner before the ceremony. The bride should designate someone to collect any remaining items.

Flower Girls/Ring Bearers

These, if used, are symbolic. Flower petals or confetti may not be dropped on the aisles. Children must be age 5 or older.

Ushers/Groomsmen

Generally, the number of male attendants is equal to, or slightly larger than, the number of female attendants. The Wedding Committee will instruct these men in their duties. One usher per 50 guests is recommended.

Rehearsal

It is necessary that only the bridal party, the parents, and the grandparents attend the rehearsal. Both bride and groom share the responsibility of having their attendants arrive on time. Rehearsals should be completed within one hour.

Reception

Our church facilities are available for receptions following wedding ceremonies.

Decorations will not be used on the piano.

Rice or confetti may not be thrown in any part of the building, outside walks, driveways, or stairs.

No alcoholic beverages are allowed on the church premises at any time.

Photographers

The following guidelines have been established by the Worship Committee and the Wedding Committee and will be adhered to strictly:

Prior to the ceremony, photos may be taken in the narthex or outside the church. The photographer may take one flash photo as the bride prepares to enter the nave from the narthex and other photos from the narthex as the bride and groom exit the church.

During the ceremony, photographs may be taken **from the balcony of the worship space ONLY**. Flash may NOT be used. We ask that photographers remember that the wedding ceremony is a worship service and that they not do anything during the ceremony that might distract the celebrant or any of the participants.

Photos after the ceremony, posed and candid, are left to the discretion of the bride and groom. In consideration of the friends who attend the reception, avoid (as much as possible) long, time-consuming sessions of posed photo-taking which delay the beginning of the reception.

Video cameras with no lights or noise may be used from the balcony only and are subject to the approval of the music director.

NOTE: Ask for the sexton's assistance if any pew torches must be moved for photos.

Charges and Fees

Facilities

Members of Buncombe Street United Methodist Church or children of members may use either of the Sanctuaries or the Chapel for weddings. To place a wedding on the church calendar, these persons must have been members of the church for at least six (6) months. For these persons to use church facilities, there is no charge.

Organist

Consultation, Rehearsal and Wedding	\$375.00
Rehearsal with non-BSUMC vocalist and/or instrumentalist	\$50.00 each
Rehearsal with BSUMC vocalist and/or instrumentalist	No Charge

Vocalist/Instrumentalist

Contact Individual

Crucifer \$25.00

Acolyte \$25.00

Sound System Operator (sanctuary weddings only) \$50.00

Sexton

Rehearsal and Wedding	\$100.00
Reception	\$40.00
Reception- Sisk Hall	\$500.00
Maid—required for all receptions (any time over 3 hours is \$9.00 per hour)	\$40.00

Nursery Workers

2 hours/2 workers minimum \$50.00

Decorative Items:

Pew Torches—9 pairs	\$10.00/pair
Brass Candelabra with candles	\$45.00
White Candelabra with candles	\$45.00