

WEDDINGS AT ORANGE UNITED METHODIST CHURCH
1220 Martin Luther King, Jr. Blvd
Chapel Hill, NC 27514

Congratulations on your upcoming wedding day! This indeed will be one of the most significant days of your life and we are honored to help you plan and celebrate this sacred day. The following information and guidelines are being provided to assist you in having the best Christian wedding possible.

GETTING STARTED

Contact weddings@oumcmail.com to determine whether the date you are planning your wedding is available. Complete and submit the [Wedding Reservation Form](#). This will also connect you with the pastoral staff and Wedding Coordinator who will follow-up with you regarding next steps.

The pastor will contact you to discuss pre-marital counseling sessions. These sessions will afford the bride and groom the opportunity to plan the wedding ceremony.

OUMC is pleased to provide you with the services of our Wedding Coordinator. She will work with you to coordinate all wedding activities on the church campus to ensure that your wedding is enjoyable and as worry free as possible.

THE WEDDING SERVICE

The service of Christian Marriage is provided for men and women who wish to solemnize their marriage in a service of Christian worship, which includes the proclamation of the word with prayer and praise.

All weddings held at OUMC will be officiated by the appointed ministers of the church staff. Other United Methodist ministers may be invited to participate, provided that such invitations are extended by the senior pastor. Non-United Methodist pastors may participate in the service however, a OUMC pastor will lead the service. Any other arrangements that might require special consideration are to be discussed with the pastor.

We encourage you to consider one of the United Methodist Services of Christian Marriage. If desired, the Sacrament of Holy Communion may be celebrated as part of the Christian marriage service. If Holy Communion is celebrated, in addition to the bride and groom, all wedding guests must be invited to participate in and receive communion. It is Methodist tradition to invite all present to the Lord's table.

Wedding vows are included in the Service of Christian Marriage. The bride and groom may also elect to include self-written vows in the ceremony.

Many couples wish to have a unity candle during their ceremony. If a unity candle is used, the two side candles representing the husband and wife are lighted first (often by the mothers) and the center candle representing the marriage is lighted by the bride and groom. The side candles are not extinguished because both husband and wife retain their personal identities. Additionally, these three candles are reminders of God's work in us through the Trinity-Father, Son and Holy Spirit.

Furnishings, such as pulpits, altar table, cross, candles and baptismal font are not to be moved from the appointed places unless approved by the Wedding Coordinator. Natural arbors or decorations are not allowed. Flowers for the altar table must never be higher than the cross and must not be placed in the baptismal font. Any additional props, electronic equipment or furnishings to be used during the service must be approved in advance by the Wedding Coordinator.

The sanctuary is decorated for Advent and these decorations will not be removed.

The church prohibits the use of tape, tacks or other materials that could damage furniture or the walls. Florist tape may be used with care. The florist and/or the wedding party must ensure that carpets are protected from candle wax spills. Due to the narrow side aisles, burning candles may not be used on the window ledges.

Real flower petals may not be dropped by flower girls. This can create a fall hazard for the bride, bridal party and guests. Artificial petals are acceptable but should be kept to a minimum as they can create a trip hazard as well.

RESPONSIBILITIES OF THE BRIDE AND GROOM

The bride and groom are responsible for:

- Confirming availability of dates with [OUMC Office Administrator](#)
- Completing and submitting Facility Use Request Form (add link here)
- Submitting the required deposit to secure preferred date(s)
- Scheduling counseling sessions with clergy
- Communicating with [OUMC Wedding Coordinator](#)
- Ensuring that all decorations are removed following the ceremony. OUMC will not be responsible for rented items
- Inform the Wedding Coordinator if you wish to leave the altar flowers for the church which can be used for Sunday's service. The church bulletin will note that the flowers are in honor of your marriage.

PHOTOGRAPHY AND VIDEOGRAPHY

- The pastoral staff require a brief meeting with the photographer/videographer a week prior to the wedding. Contact [Pastoral Staff](#)
- Flash pictures may be taken anywhere in the sanctuary or church before and after the ceremony but are NOT allowed at any time during the wedding ceremony.
- Photos may only be taken from the rear of the sanctuary after the wedding party and the bride enter.
- Photographer should contact the Wedding Coordinator with any questions

MUSIC

The OUMC accompanist is available to play the organ &/or piano for your ceremony. S/he can assist you with making appropriate music selections and will also be present at the rehearsal. Other instrumentalists may be available. Please make an appointment to meet with the OUMC accompanist at least 3 months prior to the wedding to discuss/plan the music for your ceremony. If you choose to use a guest musician, group or soloist please discuss this with the OUMC accompanist. A meeting must be scheduled with the OUMC accompanist to provide proper orientation to the organ/piano and sanctuary. The use of pre-recorded music is not allowed.

A member of the OUMC tech team is required to provide sound/technical support for all weddings.

ALCOHOL AND SMOKING

The use and the possession of alcoholic beverages and/or drugs are prohibited on the OUMC campus or in any buildings at any time. No one under the influence of alcohol or drugs will be permitted to participate in wedding activities, including the rehearsal and the wedding ceremony. The campus and all facilities at OUMC are smoke free. Please inform all members of your wedding party and guests accordingly.

ANIMALS

With the exception of trained service animals, animals are not permitted inside the buildings.

CUSTODIAN

The custodial team will ensure that all areas to be used are cleaned before and after the ceremony.

WEDDING RECEPTIONS

The Fellowship Hall and Heritage Hut are available for receptions. Each has their own kitchen facility. The Fellowship Hall can accommodate 150-175 people seated. The Heritage Hut is best suited for smaller groups of 30 or less. The Wedding Coordinator and/or a OUMC member must be present for receptions in either location. For use of any tables, chairs, kitchen items/ equipment, all must be appropriately cleaned and stored in their original condition and location.

WEDDING FEE SCHEDULE - NONMEMBERS

Wedding fees are payable to Orange United Methodist Church prior to the rehearsal.

Security/Damage Deposit \$ 200

Non-refundable and required to reserve the dates for both the wedding ceremony and rehearsal.

Sanctuary \$ 500

Includes use of 2 dressing rooms and sanctuary for 4 hours day of wedding and sanctuary use 2 hours day of rehearsal

OUMC Pastor \$ 600

Fee includes 3 counseling sessions; if wedding is cancelled after counseling sessions, fee is \$100/completed session

OUMC Wedding Coordinator (required) \$ 350

OUMC Organist/Pianist \$ 300 (or as neg. w/ musician)

Tech Team \$ 200

OUMC Tech audio/video recording \$ 75/hr

Custodian \$ 200

RECEPTION FACILITY FEE SCHEDULE

Fellowship Hall, includes use of kitchen \$1,000

Heritage Hut, includes use of kitchen \$ 200

Wedding Coordinator, in addition to ceremony/rehearsal \$ 150

Tech Team, sound system use in addition to ceremony/rehearsal \$ 100

OUMC Tech audio/video recording \$ 75/hr

Custodian \$ 200