

Brazil First Wedding Policies & Cost Schedule

Getting Started...

1. Clear your dates with us as early as possible to assure availability of the building and the staff. Six months notice is required for weddings of nonmembers.
2. Contact the Pastor early to arrange premarital sessions. It is our policy that the appointed pastor of First UMC presides over any wedding ceremony at this church. Another pastor may assist if the appointed pastor agrees with the arrangement.
3. Consult the pastor about the musicians and music selections. (See Music section.)
4. The Marriage Licenses is to be applied for at the Clerk's Office in the courthouse where one or both of you have legal residence. (See Obtaining a Marriage License Section).

The Premarital Interviews...

A wedding is for a day; a marriage is for a lifetime. Three to five one-hour sessions are needed to fulfill the requirement of the United Methodist Discipline that states "the pastor shall perform the marriage ceremony after due counsel with the parties involved."

Details about the Service and Marriage Vows...

Unless otherwise requested and agreed to, we'll use the marriage liturgy from the United Methodist Book of Worship. Personalized additions to or adaptations of this service are usually OK as long as they are in harmony with biblical and Christian understanding of marriage. You should tell the officiating pastor at your first meeting if you wish to consider any such variant liturgy.

Rehearsal...

Will you need a rehearsal? In general, the answer is YES if you plan to have a processional and recessional. Those who should attend the rehearsal are the bride, groom, father (or escort) of the bride, maid/matron of honor, bridesmaids, best man, groomsmen, ushers, pastor, organist, flower girl, ring bearer, the bride's mother, the groom's parents and any musical soloist(s). Others are at your invitation.

Photographs...

No flash photos or any requiring distracting movements are to be taken during the time the service is in progress. Photos at the altar may be posed later – or many could be done before the service. Professional photographers are usually aware of such courtesies, but you might want to remind any friends or relatives who may be bringing cameras. Also it is a good idea to ask them to let your professional photographer have "first shot" at the posed pictures. Plan the posed pictures you want, and tell each person you want to appear in the photos when and where to be for the photography. Video cameras are permitted in the balcony or in the back of the sanctuary if they are stationary. The video camera operator should not roam through the sanctuary during the service. Two or more cameras may be set on tripods if more than one perspective is desired.

Music...

A Wedding is a service to worship God.

1. Wedding music should focus on God and how God is part of the marriage.
2. Musicians using church instruments must be pre-approved by the Worship Committee and the Trustees. Staff musicians of Brazil First United Methodist Church are available for providing music for weddings.
3. Vocal soloists may be included. Rehearsals for vocalists will be scheduled with the accompanying musicians(s) or the sound technician.

Flowers and Decorations...

Local florists are familiar with the sanctuary and can advise you on how best to use flowers in this setting. If desired, the church will provide two altar candles and two (seven-branched) candelabras. If you want to use a unity candle, you need to supply this yourself.

Cost Schedules...

Members

Pastor	Honorarium
Organist	\$100
Custodian	\$ 70
Sound Tech	\$ 30
Total	\$200

Non Members

Pastor	\$100
Organist	\$100
Custodian	\$ 70
Sound Tech	\$ 30
Building Use	\$250
Total	\$550

Use of Traylor Hall for reception \$50

Member fees apply if either the bride, groom or a parent of the bride or groom is a member of Brazil First United Methodist Church.

Obtaining a Marriage License...

1. One of you must be a legal resident of the county in which you apply for a license.
2. You must be 18 years of age or older – bring a birth certificate.
3. You must come together to apply.
4. Each of you must bring a valid operators license or other identification issued by the state that contains the individuals date of birth and current address.
5. The license fee is \$20 for Indiana residents, non residents of Indiana must pay \$60 for their marriage license – cash payment.
6. The bride-to-be must bring the results of her rubella test when the couple applies for a license. This must be on the special form prescribed by the State Board of Health available in the doctor's office. DO NOT bring a shot record.
7. You will receive your license the same day that you make the application. The license is valid for 60 days.

The Clay County Clerk's Office is open 5 days a week. Monday through Friday, 8 a.m. – 4 p.m. including the lunch hour. The office is closed Saturday, Sunday and holidays.

The Clerk's Office is not bound by any information given regarding marriage licenses from any other office, agency or individuals.

General Building Use Policies...

1. No use of the building is permitted that would conflict with the Social Principles of the United Methodist Church. The use of tobacco products, illegal drugs and alcohol are prohibited on church property. Gambling and pornography are also prohibited.
2. No rice, confetti, birdseed, or balloons are allowed inside the building. (Costs of special cleaning or repair become your responsibility).
3. Open flame candles will be on the chancel area only and they shall be dripless.
4. Candles used in any other area must be electric.
5. Holiday decorations may not be rearranged or removed without the approval of the Trustees.
6. Any fixtures such as, but not limited to, the altar rail, piano, or any other furniture may not be moved or rearranged without the approval of the Trustees.
7. Six months notice is required for weddings of non members and suggested for members.
8. Do not cover an exit sign.
9. Do not block a stairwell or an exit.
10. Do not use nails, tacks or tape. Please use elastic on pews.
11. Children must be monitored at all times. Do not leave a child unattended.
12. No food or drink in the sanctuary.