

... and the two  
SHALL become  
ONE



*Your Wedding at*  
*The Wesley*  
*United Methodist*  
*Church*

## YOUR WEDDING

at

The Wesley United Methodist Church  
903 Center Street  
Bryan, OH

Your wedding is a high and holy event in your personal lives. It is of deep significance - not only to you who are exchanging solemn vows - but also for the family, for society and the eternal purposes of God. It is properly a service of spiritual significance, and it is appropriate that it be performed by the pastor in an atmosphere of reverent dedication. With a firm resolve to establish a Christian home, you are pledging your constant love and seeking God's blessing for your lives.

A wedding at Wesley UM Church is a worship service, celebrated in a setting of beauty. Our pastors consider it a privilege to be asked to perform this very important ceremony in your life. We will do all we can to assist you. Because we have multiple staff, the pastors operate on a rotation basis.

Wedding dates are usually set months in advance. Your pastors will make every effort to participate as planned, but they do request the right to substitute for each other should an emergency arise.

When you have decided to marry at Wesley Church, there are several steps that should be taken promptly:

1. Contact the church office to reserve dates and times for the rehearsal and ceremony. [If it is absolutely necessary to change the date or time, it must be requested in writing and, if the change is possible, it will be confirmed by the church in writing.]
2. Ask the church office to check with the Wesley pastor to be sure he/she has that date open.
3. The Wedding Facility, Accessory and Services Form must be completed and returned to the office.

## SENDING FORTH

Dismissal with Blessing

The Kiss

Going Forth *(A hymn or instrumental music is appropriate as the couple, wedding party and guests leave.)*

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NOTES:

## A SERVICE OF CHRISTIAN MARRIAGE

(With Holy Communion)

Following "A Service of Christian Marriage I" in *The United Methodist Book of Worship* (1992)

### ENTRANCE

Gathering *(Instrumental or vocal music may be offered)*  
Processional *(A hymn, instrumental or vocal music may be used)*  
Greeting

### DECLARATION OF INTENTION

Declaration by the Couple  
Response of the Family  
Response of the People  
Prayer  
*(A hymn, instrumental or vocal music may be used)*

### PROCLAMATION AND RESPONSE

Scripture Lessons *(May be read by pastor or others)*  
Sermon  
Intercessory Prayer

### THE MARRIAGE

Exchange of Vows  
Blessing and Exchange of Rings  
Lighting of the Unity Candle  
Declaration of Marriage  
Blessing of the Marriage

### THANKSGIVING AND COMMUNION

*(Note: Holy Communion should be offered to all guests and not given to Bride and Groom only.)*  
Taking the Bread and Cup  
The Great Thanksgiving *(Prompts should be used in bulletin, or use UM Hymnal so guests can participate.)*  
The Lord's Prayer *(If used, please print text in the bulletin so guests may join in.)*  
Breaking the Bread  
Giving the Bread and Cup

4. A \$50 non-refundable deposit to hold the date and a \$150 refundable security deposit must accompany the above forms. The security deposit will be refunded following your wedding less any damage or extraordinary clean-up costs. In the event the wedding is cancelled, the date deposit will not be returned, but the security deposit will be returned. A receipt will be sent to you to confirm your deposits.
5. Within three weeks of the time you have placed a date on the church calendar, you must contact the officiating pastor to set up an appointment to meet. It is the responsibility of the couple, not the pastor, to make this initial contact.
6. Couples being married are required to participate in individual counseling sessions with the pastor conducting the service. During these sessions, the couple will work with the pastor in planning their service.

Because you have selected Wesley for your wedding, you will **require** the services of one of our pastors, a wedding assistant, and our sound technician. Organist/pianist other than Wesley's must be approved by church staff. A video technician may be requested to record your wedding ceremony. Please feel free to discuss with them any of the following arrangements:

### USE OF OTHER CLERGY

Under normal circumstances, ordained clergy from other denominations may **assist** in the ceremony as coordinated by our officiating pastor. Ordained and licensed clergy serving United Methodist churches are approved to officiate wedding ceremonies in our building. Honoraria for other clergy are not included in Wesley's fee structure and are the responsibility of the wedding couple.

### MUSIC

The pastor and the organist are responsible for the coordination of all music in the wedding service. Approximately six weeks before the wedding, you need to contact the appropriate musician to arrange a consultation. All

requests for music are given consideration, with the goal of providing tasteful, inspirational, and appropriate music for this sacred ceremony. Any music not already available to the organist must be provided by the wedding couple and given to the organist as soon as possible. Permission to use other musicians in the service (vocal, instrumental, or another organist) must be given by the Wesley pastor. The fees required by other musicians are the direct responsibility of the wedding couple.

### THE REHEARSAL

To have a meaningful wedding ceremony, it is necessary that all members of the wedding party be present – the bridesmaids, maid/matron of honor, best man, ushers, ring bearer, flower girl, candle lighters, parents of the couple, and the bride and groom. It is essential that every member of the wedding party be punctual. If outside musicians are to participate, it is recommended that they also be present for the rehearsal.

### PICTURES

Photographers are **required** to refrain from taking flash pictures DURING the wedding ceremony. Pictures may be taken of the wedding participants at the door of the sanctuary. Photographers should stay behind the guests in the sanctuary.

### VIDEO

You may choose to use Wesley staff to record your wedding using our sanctuary camera system for an additional fee. Requests must be made at least six weeks in advance of your wedding date. See the “Wedding Facility, Accessory and Services” form for costs.

### FLOWERS & DECORATIONS

Please have your florist contact the church office regarding the restrictions on setting up floral displays. Any candles used must be beeswax candles – please be sure to inform your florist. Tape of any kind, tacks, nails, staples, paste, glue, paint or other materials that may damage the finish may **not**

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### THE MARRIAGE

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Blessing and Exchange of Rings  
Lighting of the Unity Candle  
Declaration of Marriage  
Blessing of the Marriage  
The Lord’s Prayer *(If used, please print text in the bulletin so guests may join in.)*

### SENDING FORTH

Dismissal with Blessing  
The Kiss  
Going Forth *(A hymn or instrumental music is appropriate as the couple, wedding party and guests leave.)*

*As you plan your wedding ceremony and prepare to enter into a new life together, the congregation and staff of Wesley United Methodist Church extend to you our very best wishes and prayers for your happiness. It is our desire to help you in any way we can. Please call the church office if you have any questions or if we may be of service to you.*

be used to affix decorations to pews; only church-approved devices may be used. Aisle runners shall **not** be used. Any decorations left after the ceremony will be immediately disposed of by the custodial staff.

### **CHURCH POLICIES**

There is no smoking in the church building or on church grounds except in the designated smoking area. No alcoholic beverages or controlled substances, other than legally prescribed medications, are permitted anywhere on church grounds.

Wedding party and guests are permitted only in designated rooms and public restrooms throughout the building.

Air-conditioned dressing rooms are available with a full-length mirror and restrooms nearby.

Rice, confetti, bird seed, real flower petals or substitute materials are **not** permitted inside or outside the building. Artificial flower petals are permitted in the sanctuary or chapel only. Bubbles may be used outside the church; they should be distributed to guests at the main exit as they leave the building.

A Unity Candle, provided by the couple, may be used in the ceremony. Sand ceremonies are **not** permitted at Wesley due to the difficulty in cleaning up and the slippery nature of sand on marble floors.

The group using the facility is responsible for damage to the building, equipment or grounds by persons involved in or attending their wedding. Damages or extraordinary cleaning fees will be deducted from your security deposit.

The custodial fee includes five (5) hours of labor from the time the church is opened until cleanup is completed. The building is opened to the florist, photographer, wedding party, etc., 90

minutes prior to the scheduled start of the service. If you wish to have the facilities opened earlier, arrangements should be made through the church office. Custodial time needed beyond the basic five hours incurs an additional charge.

## RECEPTION

The facilities of our fellowship hall are available for wedding receptions when reserved in advance. Please have your caterer contact the church office regarding questions and specific arrangements for your reception. A diagram of table/chair set-up must be submitted to the church office on a Building Use Custodial Request form.

## MARRIAGE LICENSE INFORMATION

You should apply for your marriage license well ahead of your wedding date. Please bring your marriage license with you to the rehearsal. You can apply for your marriage license at the:

Williams County Court of Common Pleas  
Probate and Juvenile Divisions  
One Courthouse Square, 2<sup>nd</sup> Floor  
Bryan, OH 43506

Steven R. Bird, Judge  
Phone: (419) 636-1548  
E-mail: [juvcourt@wmsco.org](mailto:juvcourt@wmsco.org)

In order to obtain a marriage license in Ohio:

- Picture identification is required.
- Ohio residents must reside in Williams County and have proof of residency.
- Individuals over the age of 18 may apply without parental consent.
- Previously-married people need final decree of divorce, judgment entry or order granting their divorce; or death certificate if previous marriage ended in the death of a spouse.
- Cost is \$40.00 (cash).

- Out-of-state residents have no waiting period, but must be married in the county where they obtain the marriage license.
- Blood tests are no longer required in Ohio.
- The license is good for sixty (60) days and can be used anywhere in the state of Ohio by Williams County residents.

## OTHER FREQUENTLY ASKED QUESTIONS

|  |                    |
|--|--------------------|
| <i>How many people will the sanctuary seat?</i>  | 540                |
| <i>How long is the sanctuary aisle?</i>  | 89 feet            |
| <i>How many pews on each side of the sanctuary?</i><br>20 on each side for a total of 40 pews  |                    |
| <i>How wide is the sanctuary altar?</i>  | 107"               |
| <i>How many candles on the candelabra?</i>   | 7 candles/24" wide |
| <i>How many people will the chapel seat?</i>   | 64                 |
| <i>How long is the chapel aisle?</i>   | 29 feet            |
| <i>How many pews on each side of the chapel?</i><br>8 on each side for a total of 16 pews  |                    |
| <i>How wide is the chapel altar?</i>   | 60"                |
| <i>I have small children in the wedding party. Can I use the church nursery?</i><br>Use of the Nursery must be requested <b>six (6) weeks before</b> the wedding. The Nursery will be staffed by approved Wesley staff at a fee of \$15 per hour. This service is available for wedding party and family only at the rehearsal and/or wedding. |                    |
| <i>How many people can occupy the fellowship hall?</i>   | 250                |