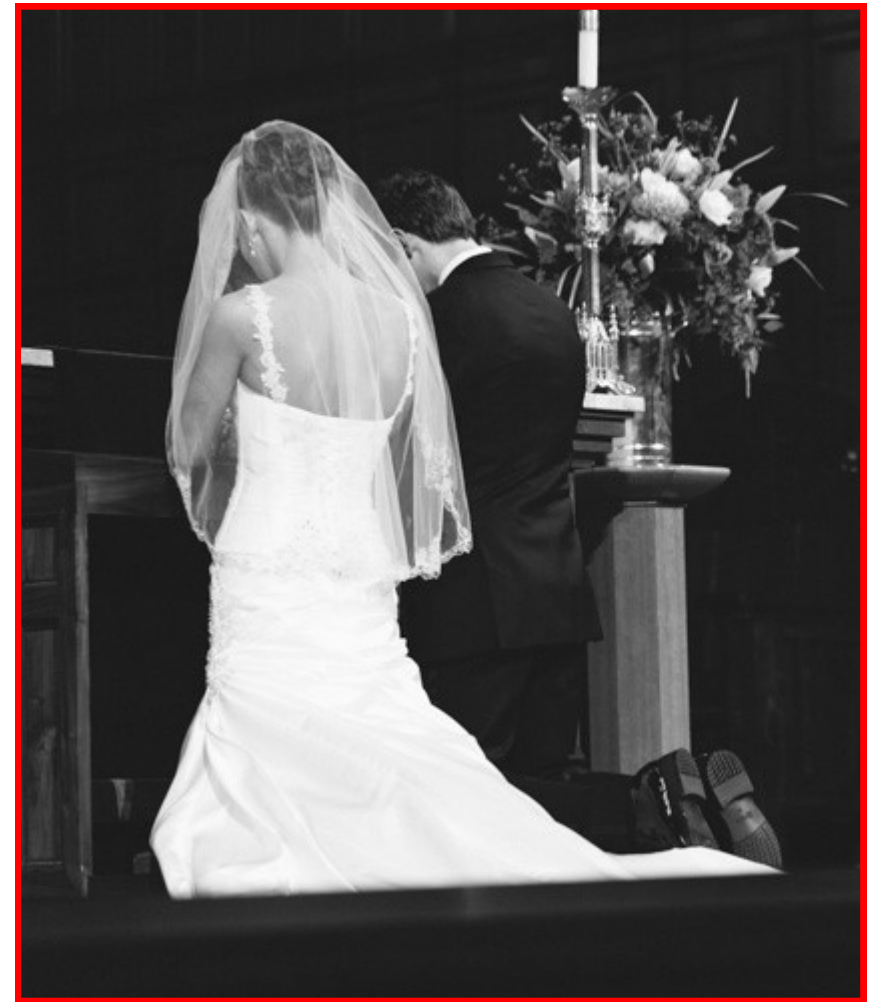
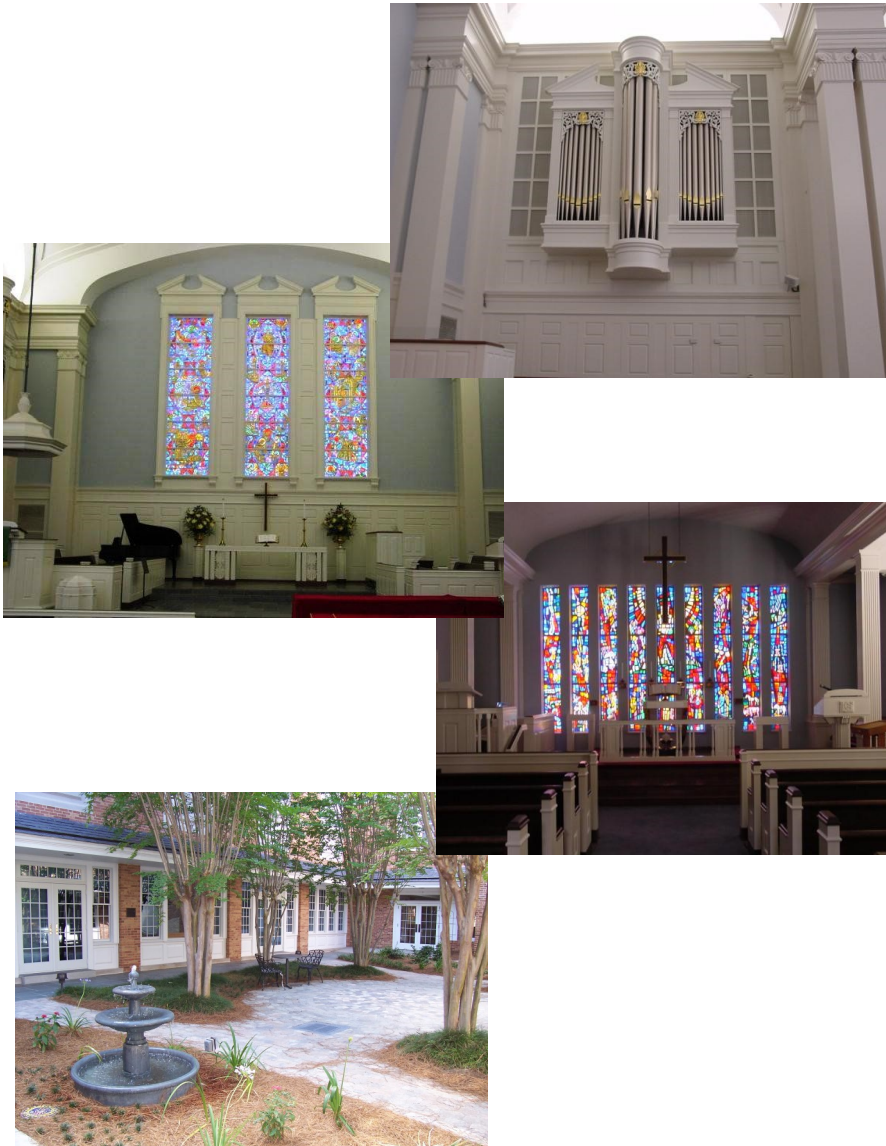


Your Wedding



Rev. Dr. Matthew M. Williams, Lead Pastor
Christopher Titko, Music Director
Viktor Billa, Organist



Trinity United Methodist Church
120 W Park Ave
Tallahassee, Florida

There are also many collections that provide appropriate music for the wedding ceremony. Examples include:

Donald Busarow - [A Ring of Gold](#)

Paul Bunjes - [Wedding Blessings](#)

Antonin Dvorak - [Biblical Songs](#), Vols. I and II

Heinrich Schutz - [Five Sacred Songs](#)

Dale Wood - [Five Wedding Songs](#)

*** An excellent source for information and references concerning all areas of the wedding:

[Bridal Guide](#) by Pamela Thomas

(Third Edition)

(A complete guide to weddings in churches and synagogues)

Fifth Avenue Brides Publishing Company, Inc.

La Crosse, Wisconsin 54601



Louis Vierne

"Finale" from Symphony No. 1

Richard Wagner

"Bridal March" from Lohengrin

William Walton

"Crown Imperial"

Charles-Marie Widor

"Toccata" from Symphony No. 5

VOCAL SOLOS

A short list of solos that can be sung before and during the marriage ceremony follows.

Hymns (The United Methodist Hymnal, 1989)

Be Thou My Vision, pg. 451

Blessed Jesus, at Your Word, pg. 596

Deck Yourself, My Soul, With Gladness, pg. 612

Jesus, Joy of Our Desiring, pg. 644

Love Divine, All Loves Excelling, pg. 384

O Perfect Love, pg. 645

Joseph Barnby

"O Perfect Love"

David Johnson

"The Lord's Prayer"



Wedding Book

Index

	Page #
Reservations	2
The Role of the Pastor	3
Wedding Music	3
Wedding Consultants	4
Photographers	4-5
Receptions	5
Parking	5
Dressing Rooms	6
Decorating Guidelines	6-7
Intoxicants and Smoking	7
Use of Rice and Birdseed	8
Air Conditioning	8
Financial Costs	8
Members	8-9
Non-Members	9
Church Organist's Fee	10
Clergyperson's Honorarium	10
A Guide for the Selection of	
Wedding Music and Processionals	10-11
Vocal Solos	12-13

Information for Weddings and Receptions at Trinity United Methodist Church

Congratulations! Your marriage is a sacred undertaking and we at Trinity United Methodist Church are honored to serve you during this important time. The wedding ceremony is a happy social occasion founded upon deep spiritual significance. It is the uniting of a man and a woman under the blessing of the Lord Almighty, the Creator of Love. At Trinity, we enact the Biblical ordinance of the wedding ceremony within the setting of a worship service.

Based upon our long experience, these guidelines have been set forward by the Trustees of Trinity United Methodist Church to aid in the success of your wedding.

Reservations

Please contact the Church office (222-1120) to make reservations for your wedding. The Pastors' Administrative Assistant will confirm with the pastor who will perform the ceremony and check availability for use of the Sanctuary or Chapel, Moor Hall or the Parlor. The wedding can then be scheduled after approval by the presiding pastor and the appropriate deposit has been received by the Church office.

The Sanctuary seats approximately 750 and should be used for weddings with more than 75 guests. The Glenn James Memorial Chapel may be used for weddings with less than 75 guests. Weddings normally are not scheduled on Sundays, Holy Week, the weekend of Easter or the month of December.

"Rigaudon"

Andrew Carter

"Trumpet Tune"

Keith Chapman

"Fanfare and Procession"

Marc-Antoine Charpentier

"Prelude" from the TeDeum

Jeremiah Clarke

"Trumpet Voluntary"

Eugène Gadget

"Grand Chœur Dialogué"

G.F. Handel

"Hornpipe" from Water Music

"La Marche"

Alfred Hollins

"A Trumpet Minuet"

Benedetto Marcello

"Hornpipe" from Water Music

"La Marche"

William Mathias

"Fanfare"

Felix Mendelssohn

"Allegro Maestoso" from Sonata V

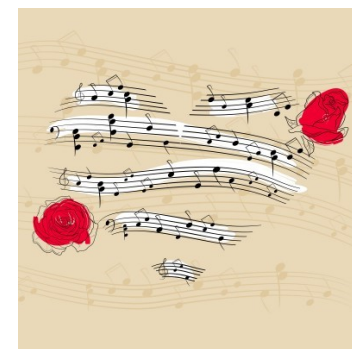
"Wedding March" (from "A Midsummer-Night's Dream")

Jean Joseph Mouret

"Rondeau" from Sinfonies de Fanfares

John Stanley

"Trumpet Voluntary"



Church Organist's Fee

The organist is a professional musician and worthy of an appropriate stipend. The fee is \$300.00. Payable to the church. The church organist will be at all wedding rehearsals. Should it be necessary for extra consultations or rehearsals with vocalists or instrumentalists, an additional fee for the organist will be billed at \$50 per hour.

Clergyperson's Honorarium

It is the privilege of the pastors of Trinity United Methodist Church to unite couples in marriage. An honorarium of \$300.00 is traditionally recommended. The groom usually assumes responsibility for this courtesy and may ask the best man to act on his behalf.

A GUIDE FOR THE SELECTION OF WEDDING MUSIC PROCESSIONALS AND RECESSIONALS

A more extensive list can be obtained from the church organist. Please note that organist prelude should begin 30 minutes prior to the ceremony to allow for seating of guests.

Hymns (taken from The United Methodist Hymnal, 1989)

Love Divine, All Loves Excelling, pg. 384

Joyful, Joyful, We Adore Thee, pg. 89

Now, Thank We All Our God, pg. 102

Praise, My Soul, the King of Heaven, pg. 66

Praise, to the Lord, the Almighty, pg. 139

Rejoice Ye Pure at Heart, pg. 168

J. S. Bach

"Jesu, Joy of Man's Desiring"

"Now Thank We All Our God"

"God My Shepherd Walks Beside Me"
(tune - Sheep May Safely Graze)

"Sleeper's Awake"



André Campra

The Role of the Minister

One of the pastors of Trinity United Methodist Church will assume the privilege of officiating at all weddings in its Sanctuary and Chapel. In cases where the couple desire another minister to participate in the ceremony, this shall be discussed with the officiating minister who will then coordinate with the visiting pastor. In recognition of the importance of establishing a strong foundation to marriage, premarital counseling is required for all couples to be married at Trinity. The couple should contact the officiating pastor at least two months prior to the wedding date to schedule appointments.

Wedding Music

Music plays a very important part in all the worship services at Trinity United Methodist Church. The role of music in wedding services has always been to glorify the Lord, celebrate Christian marriage and express the faith of the Christian family. Therefore, when selecting music for the wedding ceremony, we request that you respect the dignity inherent in worship and select music that would be appropriate for this type of service. Please refer to pages 9-11 for well-known and loved selections. The Church Organist is also a valuable resource to aid in the selection of music.

Trinity is blessed with a very skilled Church Organist who ordinarily plays for all weddings. The couple should contact the Church Organist at least one month prior to the wedding date to coordinate all the elements of music used within the service. The organist is available to help select music, work with the officiating Pastor to develop the flow of the service, and coordinate with any guest singers or musicians. A guest organist can be used if they have sufficient training on the pipe organ. Please contact the Church Organist who will confirm with the officiating pastor for the approval of the guest organist.

Wedding Consultants

Trinity united Methodist Church has a wedding coordinator on its staff. Trinity's wedding coordinator is there as an assistant to the officiating pastor. The officiating pastors are charged with the responsibility to lead the worship of the Church, and therefore will direct the wedding ceremony including the rehearsal. The wedding coordinator is not considered a consultant to the bride and her family for planning a wedding. In cases where a wedding consultant is engaged, the consultant can work with Trinity's wedding coordinator who represents the officiating pastor.

Photographers

This policy is intended to balance the interests of the family and the church during the important event of holy matrimony. While the church understands and supports the desire to record this important event, taking pictures potentially violates the sacredness of this service of worship.

To balance the needs of the bride & groom and their families with that of the church, photographs may be taken from unobtrusive positions in the church up until the time the Officiating Pastor welcomes the congregants to the ceremony, which is considered the start of the worship service.

Once the Officiating Pastor steps forward to welcome everyone, all photographers hired by the wedding party shall remove themselves from view at the front of the church. Non-flash photos may be taken by a photographer during the ceremony from the side aisles behind the last row of family and from the balcony. Remotely controlled cameras may be placed in the altar area so long as they are hidden from view by anyone in the congregation and do not flash when taking a photograph.

The Church reserves the right to exclude photographers

Wedding Coordinator	\$300.00
Clergypersons Suggested Honorarium	\$300.00
Church Organist's Fee	\$300.00
Unity Candles	\$30.00
Candelabras	\$30.00
Pew Candles	\$30.00
Custodial Fees	\$40.00/hour*

Non-Member Families

Sanctuary	\$2,000.00
Chapel	\$1,000.00
Parlor and/or Courtyard	\$500.00
Moor Hall	\$750.00
Moor Hall Kitchen	\$300.00
Unity Candles	\$50.00
Candelabras	\$50.00
Pew Candles	\$50.00
Wedding Coordinator	\$400.00
Clergyperson's Honorarium	\$400.00
Church Organist's Fee	\$400.00
Custodial Fees	\$40.00/hour*

Minimum Custodial Time Allotment

Sanctuary wedding ceremony	8 hours
Chapel wedding ceremony	4 hours
Reception	4 hours
Kitchen (if used)	2 hours

*The above amounts allow 1 hour for the rehearsal. The remaining time includes the wedding ceremony, time for dressing at the church, photographs following the service and clean-up after the service and/or reception. If a custodian is required longer than the stated times, appropriate charges will be billed to both members and non-members at \$40.00 per hour, invoiced the week following your ceremony.

Rice and Bird Seed

Though recognized as a common tradition, the use of rice or bird seed is not allowed. The wedding coordinator can be consulted for appropriate alternatives.

Air Conditioning

The facilities at Trinity are maintained at a comfortable temperature for all activities. When the air conditioning may need to operate at a lower temperature, as requested by florists or family for the preservation of your flowers, we reserve the right to make an additional charge.

Marriage License

To facilitate the proper signing of the marriage license, the couple should bring it to the church wedding coordinator at the wedding rehearsal.

Financial Costs of Your Wedding

We recognize that a large formal church wedding and reception are quite expensive. Among these expenses are certain charges the church must make simply to meet our costs of building maintenance, utilities and custodial care. Our Board of Trustees has approved two schedules of charges for church use, one for church member families and one for non-member families. These and the custodial fees will be billed one week prior to the wedding. Please note that a non-refundable deposit of \$500 (member); \$1000 (non-member) is due before a wedding will be placed on the calendar. All fees, excluding clergy person's honorarium, are to be paid 30 days prior to the wedding date.

Church Member Families

For Trinity Church member families, there will be no charge for the use of the Sanctuary or Chapel. Please note, new members are only eligible for this courtesy after they have been members for one year.

who fail to observe these rules. The Wedding Coordinator, primarily, and the Officiating Pastor, as final arbiter, have the responsibility to interpret and enforce the spirit and intent of this policy. Enforcement includes the power to stop or suspend the ceremony or ban the photographer from future events at Trinity.

Receptions

The Reception Hall (Moor Hall), Parlor, Sewell Prayer Garden and the kitchen are available for receptions. The Parlor facilities are adequate for serving refreshments to groups smaller than 50 people. Refreshments for larger groups can be served in Moor Hall or the Sewell Prayer Garden.

For the use of kitchen facilities, the Pastors' Administrative Assistant must be contacted in advance for scheduling purposes. Our Culinary Coordinator may be contacted for your reception to provide food service, facilitate room set-up and select accompaniments such as place settings, serving bowls, etc. Outside catering services are also welcome. However, Trinity reserves the privilege of approving or disapproving caterers. An approved and engaged caterer is expected to confer with the Pastors' Administrative Assistant well in advance of wedding and have an appointment with the church's Culinary Coordinator.

Parking

Parking is available in the church-owned portion of Leon County Library lot, located on the Southwest corner of Duval and Call Streets. There are handicapped spaces on Park Avenue at the front of the sanctuary. Space for limousine parking can also be arranged on Park Avenue. You may contact the Pastors' Administrative Assistant to coordinate.

Dressing Rooms

Comfortable and spacious dressing rooms are available for both the bride's and groom's parties. The Bride's Room is on the ground floor below the Sanctuary entrance. The Groom's Room is located across the hall from the Chapel. There are restrooms adjacent to both rooms. Please consult with the Wedding Coordinator for the use of these rooms. No food or drink (except water) is allowed in these rooms. Please be advised that Trinity United Methodist Church disclaims any responsibility for the loss of personal items.

Rules for Decorating

We believe that both our Sanctuary and Chapel are unusually well arranged and appointed for beautiful and religiously meaningful wedding ceremonies. Christian art, symbolism and chancel appointments all combine to provide an adequate and reverent setting for your wedding.

Flower arrangements should be placed on the flower pedestals next to the altar in both the Sanctuary and Chapel. The minimum dimensions for altar flowers are 36" wide and 30-36" tall. The use of fresh flowers is encouraged. No flower arrangements should be placed on the altars or the altar rails. Two additional containers of flowers, however, *may* be used if they do not obscure the view of the altar. The view of the altar should be clear of obstruction (by flower arrangements, palms, candelabra, ect.). Mats must be placed underneath any containers set on the carpet in order to protect it.

Floral arrangements from Saturday weddings in the Sanctuary are used for the Sunday morning worship services. An appropriate acknowledgement of the wedding will be placed in the church bulletin. On Monday, the flowers will be distributed to individuals who are home-bound or hospitalized as part of the care-giving ministry of the church.

The church has available two seven-light candelabras, two Chase dripless candles and a unity candle set for use during the ceremony. These are each provided for a nominal fee to cover maintenance and replacement of fuel. A kneeling bench to be used by the couple on the chancel also can be provided. If the couple has purchased a Bride's Book, it may be placed on a lectern or small table in the Narthex.

Floral arrangements may be hung on the pews with wreath hangers or ribbon. The placement of a carpet runner on the center aisle can be arranged with the wedding coordinator.

Please do not use adhesive material, tacks, nails, pins, screws or any other object driven into walls, floors, pews or other furnishings to secure decorations. Any damage to the furniture or furnishings shall be repaired to the satisfaction of the church by the party responsible. Florists, or other persons decorating, shall be responsible for removing all candle drippings and wax from the carpet and furnishings.

All other decorations should be removed promptly after the ceremony. The custodian is not responsible for moving or removing decorations from the Sanctuary or Chapel, and the church can take no responsibility for decorations or equipment left in the church after the wedding.

Intoxicants and Smoking

The wedding ceremony is certainly a time for celebration. However, it is a sacred time in a holy place. Therefore, we ask all members of the wedding to respect the sanctity of this celebration. NO alcoholic beverages shall be served on church property. All members of the wedding party should abstain from the use of intoxicants prior to the rehearsal and wedding. Smoking on church property is also prohibited. The pastor has the right to refuse to officiate at a ceremony should these provisions be disregarded.