

WEDDING APPLICATION
UNITED METHODIST CHURCH OF LUDINGTON, MICHIGAN
5810 Bryant Rd. * Ludington, MI 49431 * 231-843-8340

Wedding Date _____ Time _____

Wedding Set-up Date _____ Time _____

Rehearsal Date _____ Time _____

Bride: Full Name _____ Phone: _____

Address: _____

Father's Name _____ Mother's Name _____

Groom: Full Name _____ Phone _____

Address _____

Father's Name _____ Mother's Name _____

Wedding Party Information: (Include Maid/Matron of Honor and Best man in numbers)
____ # Bridesmaids ____ # Groomsmen ____ # Children (ring/flower) ____ # Ushers

Pastor _____

____ Organist ____ Pianist ____ Musicians ____ Soloist ____ Sound System

Organist/Pianist Name _____

Decorating Date _____ Time _____

Candles: ____ Candelabra ____ Unity Candles ____ Other _____

*Sermonette ____ *Special Reading ____ *Soloist/Special Music ____

**These will be discussed with Pastor Dennis.*

We do not allow the use of birdseed, rice or balloons. Other items may be considered for approval.

WEDDING CONDITIONS FOR USE and COSTS

Weddings are scheduled on a first come, first served basis. The office manager will tentatively schedule the wedding on the calendar. **The Wedding application must be completed and turned in for approval with the \$50.00 deposit.** The Trustees will approve the date and the date will be held firm. Full payment is due 15 days prior to the event or the date will be cancelled. The marriage license must be in the office at least five days prior to the rehearsal; if not the date will be cancelled.

The wedding in the sanctuary is a worship service, in which we honor God and seek God's blessing on the marriage. Please inform your photographer and wedding guests that there must be no flash pictures during the wedding, since the flash would disrupt the service and distract from the spirit of worship. Similarly, video taping may not be done in the chancel (the "stage" where the altar is), and video camera personnel are not allowed to roam or move around during the wedding. Video camera personnel may stand in the chancel or roam during the rehearsal.

COSTS

Pastor Dennis Bromley (231-843-8340) - \$150.00 for non-members. You pay him yourself.

If you are going to be married here at United Methodist Church of Ludington, you are expected to attend church twice prior to your wedding. **Please phone Pastor Dennis as soon as possible after receiving this wedding application to arrange an appointment, so that you can get acquainted and begin wedding planning.**

Your Church Hostess is Erma Rodgers - 845-5073. Call her right away to begin plans and to find out how she can help you with your wedding preparations.

**Sanctuary Use – non-members \$400.00 (\$500.00 if guest pastor is used)
-members \$100.00 (pays Church Hostess and Custodian)**

Sound/Video System – see attached sheet for pricing

Candles - \$10.00 for 20 candles for the Candelabra.

Bring your own Unity Candles – UMC provides holders at no cost.

Organist and Pianist – fee set by musician – you arrange with musician and pay her/him yourself.

Carla Iris, piano/organ	843-8352
Rebecca Sopha, organ and piano -\$75.00	845-7429
Mark Steigenga, organ -\$100.00	845-6197

Fellowship Hall - - non-members \$ 300.00 Kitchen - \$ 60.00
Dishes & Silverware - \$60.00



AUDIO & VIDEO

GUIDELINES

United Methodist Church of Ludington
Proposed by Wally Brown, Sound/Video Coordinator
Passed by Administrative Board June 22, 2010

Our church has a state-of-the-art sound and video system which can be used for weddings, funerals, memorial services and other activities. **When the Senior Pastor is not able to handle the sound by himself**, we need an authorized sound tech to run this system; both for security purposes and for appropriate use of the equipment.

The following fees will be charged to the requesting party, thereby not incurring any expense to the church.

Guidelines:

- Tech requests will be made via appropriate format through the office, and approved by appropriate staff.
- Only church-appropriate audio and video will be used at any time.
- Only authorized techs are permitted to operate and be in the audio-video system area. (There is a list of authorized techs on file in the office.)
- The tech must receive all materials that he/she is expected to use at least 48 hours in advance of the activity.
- Stipends must be paid by the requesting party at least 48 hours in advance of the service.

Fee Schedule

Church members:

- Audio only—\$50 per hour for all or any part of each hour
- Audio and video—\$75 per hour for all or any part of each hour

Non-church members:

- Audio only—\$75 per hour for all or any part of each hour
- Audio and video—\$100 per hour for all or any part of each hour.

Changes to the above guidelines can be adjusted if necessary by the Senior Pastor.