

Wedding Policies for the First Presbyterian Church

902 S. Walnut Mt. Pleasant, IA 52641

319-986-5851

319-986-5514 fax

e-mail: firstpresbymtp@gmail.com

We are very happy to take part in a very important time of your life. Weddings in our church are performed in a worshipful manner. Please read the following guidelines that have been approved by our Worship Committee, Parish Life and our Session.

- All wedding dates and times must be approved by our Pastor and Session.
- Other pastors may assist and/or officiate, but only at the invitation of our Pastor and our Session.
- At least three counseling sessions are required. There is a fee for counseling materials.
- Parish Life will designate a committee member to coordinate with you to make sure everything runs smoothly during the rehearsal, as well as on your wedding day.
- Receptions may be held in our fellowship hall and must be supervised by the Parish Life Committee.
- There will be no photography during the wedding ceremony. Pictures may be taken during the processional and the recessional. Our AV technician or someone who has been trained may be available to record the service.
- Since our church is an alcohol and smoke-free environment, neither will be used on our church premises. (Zero tolerance)
- No rice or birdseed may be used on church premises. We suggest bubbles or bells.
- If desired, we can do your wedding service bulletins. The cost will depend upon the selection of the cover, the quality of the paper, and the quantity ordered. Arrangements need to be made at least 6 weeks prior to your wedding.

All fees must be paid in advance of the wedding.

Fees for Members:

Pastor: \$150 Counseling, planning, rehearsal, ceremony, reception

Organist: \$100 Please make check to Marj Thimmesch, organist.

AV Technician: \$50

Custodial Fees: \$50 sanctuary \$40 dressing rooms (classroom & nursery)
\$25 kitchen \$50 fellowship hall

**Please write one check to the First Presbyterian Church for staff
and separate checks to those who are not on staff.**

Fees for Nonmembers:

Use of Church: \$100 sanctuary & \$75 dressing rooms ***Damage Deposit:** \$175
\$200-fellowship hall ***Damage Deposit:** \$100

Pastor: \$300 Counseling, planning, rehearsal, ceremony, reception

Organist: \$100

AV Technician: \$50

Custodial Fees: \$50 sanctuary \$40 dressing rooms (classroom & nursery)
\$25 kitchen \$50 fellowship hall

***Damage Deposits** will be refunded if no signs of smoking, drinking, or other damage.

**Please write one check to the First Presbyterian Church for staff
and separate checks to those who are not on staff.**

WEDDING INFORMATION

FIRST PRESBYTERIAN CHURCH 902 S Walnut St. Mt. Pleasant, IA 52641
319-986-5851 (319-986-5514 fax) e-mail at firstpresbymtp@gmail.com

Wedding Date: _____ Rehearsal Date & Time _____

Rehearsal Dinner Place: _____ Reception Place: _____

THE GROOM

THE BRIDE

Name: _____ Age _____

Name: _____ Age _____

e-mail address: _____

e-mail address: _____

Home Address: _____

Home Address: _____

Home Phone: _____

Home Phone: _____

Cell Phone: _____

Cell Phone: _____

Work Phone: _____

Work Phone: _____

Occupation: _____

Occupation: _____

Previous Times Married: _____

Previous Times Married: _____

Names & Ages of Children: _____

Names & Ages of Children: _____

Church Background: _____

Church Background: _____

Father's Name: _____

Father's Name: _____

Address: _____

Address: _____

Mother's Name: _____

Mother's Name: _____

Address: _____

Address: _____

Address Following Wedding: _____

MARRIAGE CERTIFICATE MUST BE IN THE CHURCH OFFICE
THREE DAYS PRIOR TO WEDDING.

THE WEDDING CEREMONY

FIRST PRESBYTERIAN CHURCH

902 S. Walnut

Mt. Pleasant, IA

The bride's dressing room will be in the third and fourth grade classroom.

The groom's party will be meeting in the lounge.

The Groom's Attendants

The Bride's Attendants

Best Man: _____

Maid/Matron of Honor: _____

Groomsmen:

Bridesmaids:

1. _____

1. _____

2. _____

2. _____

3. _____

3. _____

4. _____

4. _____

5. _____

5. _____

Ring Bearer: _____

Flower Girl: _____

Ushers: 1. _____

2. _____

3. _____

4. _____

Guests to be seated: intermingled _____ Bride's/Groom's Side: _____

Candlelighters: _____ (age) _____ (age) _____

Who will escort the bride? _____

Organist: Our church organist is Marj Thimmesch. Any other organist must be approved by her.

Vocalist: _____ Number of Solos: _____

Photographer: _____

Pictures taken: Before Ceremony _____ After Ceremony: _____

No pictures taken during ceremony - Video camera - fixed

Florist: _____ When will flowers be delivered? _____

Will you be using:

Unity Candle _____ candelabra _____ aisle runner _____ (Church does not provide.)

Kneeling bench _____ yes _____ no (Available in our church)

Wedding attire: Formal Tux: _____ Suits: _____ Informal: _____ Color: _____

Guest book on: podium _____ card table _____

Will gifts be displayed? Yes _____ No _____ Wrapped: _____ Unwrapped: _____

Reception: When will cake be delivered: _____ Where will receiving line be