

**BETHANY OF FOX VALLEY UNITED METHODIST CHURCH**  
**2200 RIDGE AVENUE**  
**AURORA, ILLINOIS 60504**  
**(630)851-8010**  
[info@bethanyfoxvalleyumc.org](mailto:info@bethanyfoxvalleyumc.org)  
**Pastor: Reverend Alka Lyall**

**POLICIES AND GUIDELINES FOR WEDDINGS**

Bethany of Fox Valley UMC has approved the following policies regarding wedding. The pastor of the church is the **clergy in charge** and will guide and assist you to make your wedding a truly high and holy occasion in your lives.

Marriage, according to the beautiful ritual, is "instituted of God, regulated by His commandments, blessed by our Lord Jesus Christ, to be held in honor among all persons." Your wedding will mean more to you, your families and friends when there is careful concern for all of the reverential aspects of this holy occasion.

Marriage is a divine institution established by God. The church solemnizes marriage via holy worship, with prayers and blessings, bearing witness to its nature, and also requires vows concerning obligation to God for those who engage in it. Therefore, we ask that:

1. No one comes to the church for the rehearsal or for the wedding under the influence of alcohol or illegal drugs.
2. No one is to bring alcoholic beverages or illegal drugs in the church or onto the church property.
3. Use of tobacco is prohibited on church property.

**SCHEDULING**

Plan in advance for the use of the church. Consult with the church office before making any other plans or reservations. At least four (4) pre-marital counseling sessions are required. Date should be finalized only after consultation with the clergy in charge.

**OFFICIATING CLERGY**

The pastor of the church will officiate at the wedding. If a family desires another clergy to participate in the ceremony, the request should be made to the pastor of the church. It is his/her prerogative to extend an invitation to the other clergy to assist at the wedding. **The marriage license must be in the officiating clergy's possession by the rehearsal date. The church is located in KANE COUNTY.**

The officiating clergy is not required to be in attendance at the wedding rehearsal dinner and/or reception following the ceremony. Thus, if you wish to have him/her attend your wedding rehearsal dinner, wedding reception, or other gatherings in preparation for the wedding, please extend the invitation to the officiating clergy as early as possible. Please be mindful of the clergy's spouse and/or family when extending these and other invitations.

**MUSIC**

Music is an important part of a wedding ceremony and should be in keeping with the reverence observed in the church. Music should always compliment the service of worship. It should be to the glory of God who sanctifies marriage. All music shall be discussed with the officiating clergy. The musician(s) should be consulted by the bride well in advance of the wedding date. Should the family desire a particular singer, arrangements should be made with the musician(s) for adequate rehearsal time.

**WEDDING CONSULTANTS**

Wedding consultants who assist the bride should understand that the wedding ceremony is **in the charge of the officiating clergy**. It is the responsibility of the bride to make this known to her consultant(s).

**DECORATIONS**

The liturgical color for weddings is white, symbolizing joy. Thus, the paraments (altar cloths) will be white. Other decorations should never overshadow the cross and/or the altar. No nails, thumb tacks, or Scotch tape are to be used on the church's woodwork. Masking tape and/or removable tape are suggested and may be used. Only non-drip candles are to be used and should be shielded from dripping on the carpeting, altar cloths (paraments) and/or the furniture. **RICE/CONFETTI/BIRD SEED IS NOT TO BE THROWN INSIDE THE BUILDING**. For outside use, bird seed is suggested over the others and is preferred environmentally.

**PHOTOGRAPHERS AND VIDEOS**

Photography is not permissible from the chancel area during the ceremony. Photographers should not interfere during the ceremony. Video cameras are permissible but should be stationery. Flash photography is not allowed during the ceremony. Photography before and after the ceremony is encouraged.

**WEDDING RECEPTION/WEDDING REHEARSAL DINNER**

Bethany of Fox Valley UMC **does not** have the facilities for a wedding reception or rehearsal dinner. Arrangements should be made for these events elsewhere.

**WEDDING CUSTODIAN**

The Church's wedding custodian will be at the church for the wedding rehearsal and the wedding to make sure things go smoothly. They also make sure the church is ready for use by the wedding.

**FEES**

Below you will find a schedule of fees.

Reservation for the church use will be considered **final when the signed confirmation form is returned to the church office along with the security deposit**. Payments can be made anytime before the final payment date. All final payments are due at the church office by the last counseling session.

	Member*	Non-member	Payable to	Paid
Security Deposit (refundable, not adjustable)		50.00	Bethany	
Use of building		300.00	Bethany	
Pastor	150.00	200.00	Pastor	
Organist	200.00	200.00	Organist	
Candelabra	50.00	50.00	Bethany	
Custodian	100.00	100.00	Custodian	
			Subtotal	
			Initial payment	
			Total Balance due	

\* The couple should have been an active and contributing member of the church for at least one year at the time of scheduling the wedding.

!!!! REMINDER !!!!

**SMOKING, ALCOHOLIC BEVERAGES AND DRUGS ARE PROHIBITED ON CHURCH PROPERTY.**

!!!! REMINDER !!!!



# WEDDING INFORMATION

WEDDING: DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

REHEARSAL: DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

CEREMONY/SERVICE (please indicate "need" or "have" as appropriate)

MUSIC \_\_\_\_\_ SOLOIST(S) \_\_\_\_\_ MUSICIAN(S) \_\_\_\_\_ INSTRUMENT(S)

CANDELABRA \_\_\_\_\_

NUMBER OF SONG(S) \_\_\_\_\_ NAMES \_\_\_\_\_

SPECIAL SCRIPTURE(S) \_\_\_\_\_

ADDITIONAL PARTICIPANT(S) \_\_\_\_\_

P.A. SYSTEM: \_\_\_\_\_ MICROPHONE(S) \_\_\_\_\_ SPECIAL HOOK-UP/USE \_\_\_\_\_  
(an extra charge will be incurred for Special Hook-Ups)

FAMILY'S WEDDING COORDINATOR/CONSULTANT(S):

Name \_\_\_\_\_

Phone \_\_\_\_\_

PLEASE INDICATE HOW MANY:

\_\_\_\_\_ RING BEARER(S) \_\_\_\_\_ FLOWER GIRLS \_\_\_\_\_ BEST MAN/MEN

\_\_\_\_\_ MAID/MATRON OF HONOR (S) \_\_\_\_\_ USHERS \_\_\_\_\_ BRIDESMAID

SECURITY PAYMENT RECEIVED: \_\_\_\_\_ HOW PAID? \_\_\_\_\_

SIGNATURE \_\_\_\_\_  
(bride) (date)

SIGNATURE \_\_\_\_\_  
(groom) (date)