

Dorchester Presbyterian Church
Wedding Policy
Session approved: November 15, 2016

The wedding is a worship service, to the glory of the Almighty God,
Father, Son, and Holy Spirit.

The Presbyterian Church (U.S.A.) Book of Order provides a clear introduction of the Christian wedding. Marriage is ordained by God. A couple enters into marriage with a lifelong pledge of love and fidelity.

A. SCHEDULING OF CEREMONY AND PRE-MARITAL COUNSELING

The pastor of Dorchester Presbyterian Church is to be considered the officiating pastor of the wedding. Permission may be granted by Dorchester's pastor for a pastor of another church to lead or to share in the service if desired by the couple.

The ceremony and rehearsal should be scheduled with the pastor and church office by contacting the office at least three (3) months in advance of the preferred date. The pastor and the Session of DPC reserve the right to decide whether or not to conduct the ceremony depending upon circumstances, and the church's calendar.

Once the ceremony is scheduled, the pastor will work with the couple to arrange for pre-marital counseling as required in the Book of Order.

B. FACILITIES

It is understood that all weddings and rehearsals will take place in the sanctuary of the church unless otherwise specified. This includes the use of the piano, organ and sound system. Birdseed, grass seed and/or bubbles ONLY may be used outside the sanctuary after the service.

Reservations for dates and times related to the wedding, rehearsal and counseling are to be made with the church office. No dates or times will be confirmed until these have been cleared with the church office, the officiating pastor, and the Session.

If use of the Fellowship Hall is desired for the reception, it must also be reserved through the church office. The Dorchester Facility Policy will be used as the guideline for use of the Fellowship Hall and Sanctuary. The wedding couple is responsible for completing and signing the Facility Use Request/Rental Agreement.

C. CEREMONY AND MUSIC

The pastor will help the couple plan their approach to the service to bring glory and honor to God.

Special care should be taken to insure that the music selected is suitable and reverent according to the Book of Order. All music will be discussed with and

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approved by the officiating pastor with the couple's wishes in mind. Dorchester Presbyterian Church can direct the couple to an organist. If other musicians or methods for music are requested, those requests are to be discussed and approved prior to the wedding by the officiating pastor.

D. REHEARSAL AND USHER RESPONSIBILITIES

The officiating pastor will be in charge of all details of the rehearsal. All members of the wedding party with leadership roles in the worship service are expected to be present for the rehearsal. This includes all musicians, the wedding coordinator and any family or friends who are being seated separately.

E. FLOWERS AND DECORATIONS

Flowers and decorations should be simple and in the best taste with the beauty of the sanctuary, as suggested in the Book of Order. Sanctuary furnishings are not to be rearranged without consent of the pastor. If candelabras are used, they must be equipped with drip-less candles, and a protective covering is to be placed over the Communion Table and carpeting. Decorations are not to be fastened to woodwork, pews or church furnishings. All decorations are to be removed following the service on the day of the wedding.

The church is not responsible for equipment left in the building and requests that it be removed immediately following the wedding. If flowers are to remain in the sanctuary for Sunday worship, the couple should notify the church office prior to the wedding day.

F. PHOTOGRAPHY

The wedding ceremony is a joyous and sacred occasion. A video camera on a fixed tripod with no artificial lighting may be used during the service of worship. It should be requested by the wedding couple that all photographs and photographers be non-intrusive to the proceedings and not disrupt the worship service. The intended photographer should meet with the pastor prior to the service.

G. GENERAL REGULATION

The couple is responsible for their own announcements and invitations as well as bulletins for the wedding ceremony. The pastor will help provide headings for the service in the bulletin should the couple desire a bulletin. Any bulletin must be submitted to the pastor at least two weeks prior to the service for approval before they are printed. The couple should include in the bulletin that photography during the service be non-intrusive and not disrupt the service.

H. CLEANING SERVICES

The sanctuary will be clean and ready for the wedding service prior to decorating and receiving flowers. The wedding party is responsible for removing candelabras, floral arrangements and pew decorations at the conclusion of the

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service and after final pictures are taken.

The Fellowship Hall will be clean prior to the reception. Again, the wedding party is responsible for setting up and taking down chairs and tables. The cleaning service will remove trash and clean the Fellowship Hall after the wedding reception.

I. FEES

Fees are different for members and non-members. For the purpose of this policy, a member is a person (member of the wedding party, parent, sibling and/or children) who has been on the church roll for a minimum of six months. A deposit of \$50.00 (fifty dollars) must be paid to Dorchester Presbyterian Church at the time that the facility is reserved. This deposit will be refunded if the wedding is cancelled. All other fees are to be paid two weeks prior to the event.

ITEM	MEMBER	NON-MEMBER
Refundable deposit	\$50.00*	\$50.00*
Pastor	\$0.00	\$250.00**
Sanctuary	\$0.00	\$250.00*
DPC Organist (incl. rehearsal)	\$150.00**	\$200.00**
Cleaning Service	\$100.00*	\$150.00*
Fellowship Hall	\$0.00	\$150.00*

* Checks to be made out to Dorchester Presbyterian Church.

** Checks to be made out to individuals.

Dorchester Presbyterian Church, Summerville, South Carolina 843-871-3572

Prepared by: Worship committee