

# *The Service of Marriage*

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GREटना UNITED METHODIST CHURCH



**GUIDELINES**

**POLICIES**

**FEES**

1309 Whitney Avenue  
Gretna, Louisiana 70056  
504-366-6685  
[umcgretna@gmail.com](mailto:umcgretna@gmail.com)  
[gretnaumc.org](http://gretnaumc.org)

# *We Welcome Your Wedding*

**Gretna United Methodist Church**  
welcomes you and provides these guidelines  
to assist you in planning your wedding.

## **Scheduling**

The following days are not available for weddings:  
Sundays, Holiday Weekends, New Year's Eve, New Year's Day, Holy Week, Easter,  
Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day.  
Weddings must be scheduled before 6 pm.  
Fees must be paid in full in order to secure the date of the wedding.

## **Minister**

Weddings at Gretna United Methodist Church are usually preformed by our pastor.  
If you desire another minister to assist or to conduct the ceremony,  
you may make arrangements through our pastor and we will gladly extend our welcome.

## **Wedding Coordinator**

From start to finish, our Wedding Coordinator  
will assist you in planning the details of your wedding at GUMC.

## **Music**

If you desire a musician or soloist, the church may provide one at an additional cost  
to be arranged directly with the musician.

## **The Sanctuary**

The sanctuary seating capacity is 350.

## **Parking and Accessibility**

There is ample off-street parking with a covered entrance.  
The church buildings conform to current accessibility standards.

## **Conference and Choir Rooms**

The wedding party should arrive dressed in their wedding attire.  
The Conference Room will be available for the bride and attendance,  
and the Choir Room will be available for the groom and attendants.

## **Rehearsal**

Please encourage all members of the wedding party and ushers  
to attend the rehearsal and to be punctual.  
The church will be open 15 minutes prior to a scheduled rehearsal.  
A period of one hour will be reserved for the rehearsal.  
The minister will conduct the rehearsal.  
The marriage license must be brought to the rehearsal.

### Decorations

Your florist may call the church and arrange for access to the sanctuary.

Please advise your florist or decorator that:

Only drip-less candles may be used.

Carpet and furnishings must be protected from wax, water, soil from potted plants, etc.

The use of nails, tacks, pins, glue and tape is prohibited.

Decorations may not obscure the symbols of the church, nor should any of the altar ware or furnishings be moved without the prior approval of the pastor or wedding coordinator.

### Ushers

Ushers play a very important role in the seating of guests and family members.

It is helpful to have as many as four ushers,

and it is very important that all four be present for the rehearsal.

### Use of Alcohol

Alcoholic beverages are not permitted on church property or in church buildings, nor should any of the wedding party come to the church under the influence of alcohol.

Violation of this policy could result in the forfeiture of your deposit.

### Smoking

Smoking is not permitted in any of the church buildings.

### No Rice, Please

For safety reasons, the throwing of rice or birdseed is not permitted.

Flower petals may be thrown inside or outside the sanctuary.

Bubbles may be blown outside only.

### Personal Items

The Church cannot be liable for personal items lost, damaged or stolen.

*We want your wedding to be  
a wonderful time for you, your families and friends!  
Do not hesitate to call if you have  
any questions or concerns.*

Wedding Coordinator, Kandie Hinyub  
at 504-909-7019  
Pastor Jo Cooper at 504-366-6685





## Fees

All fees must be paid in full  
to secure the wedding date  
on the church calendar.

### For Members

*who have been on the  
church rolls for 6 months or more*

\$500

This fee covers the costs of  
the Sanctuary usage,  
Conference and Choir Rooms usage,  
Wedding Coordinator, Sexton,  
wedding, rehearsal,  
and Minister.

### For Non-Members

\$1500

including a deposit of \$500  
to be refunded if there is no damage  
to church property  
and wedding guidelines  
are observed

The fees cover the costs of  
the Sanctuary usage,  
the Conference and Choir Rooms,  
Wedding Coordinator, Sexton,  
wedding, rehearsal,  
and Minister.

**NOTE:** *If an Audio Technician is also needed,  
please advise the Wedding Coordinator.*

**SAMPLE ORDER *of* WORSHIP**  
***for the* MARRIAGE CEREMONY**

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**Prelude**

**Processional**

**Greeting**

**Declaration of Intention**

**Presentation of Bride**

**Scripture Reading(s)**

**Prayer**

*Possible Solo or Anthem*

**Exchange of Vows**

**Blessing of the Rings**

**Exchange of Rings**

*Unity Candle If There Is To Be One*

*Possible Solo or Anthem*

**Declaration of Marriage**

**Blessing of the Marriage**

**The Lord's Prayer**

**Benediction**

**Recessional**





## SAMPLE VOWS

### Declaration of Intent

*Name*, will you have *name*  
to be your wedded *wife/husband*,  
to live together in the holy estate of matrimony?  
Will you love *her/him*, comfort *her/him*,  
honor and keep *her/him*  
in sickness and in health;  
and forsaking all others keep only to *her/him*  
so long as you both shall live?

Response: **I will.**

### The Vows

I, *Name*, take you, *Name*,  
to be my wedded *wife/husband*,  
to have and to hold,  
from this day forward,  
for better, for worse,  
for richer, for poorer,  
in sickness and in health,  
to love and to cherish,  
till death us do part,  
according to God's holy ordinance;  
and thereto I pledge you my faith.

### The Ring Vow

In token and pledge  
of our constant faith and abiding love,  
with this ring I thee wed.  
With all that I am  
and all that I have,  
I honor you.

## Possible Scripture Lessons

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**Genesis 1:26-28, 31a**

*“The two shall become one...”*

**Ruth 1:16-17**

*“Where you go, I will go...”*

**1 Corinthians 13**

*“Love bears all things, believes all things,  
hopes all things...”*

**Colossians 3:12-17**

*“Above all else, put on love,  
which binds everything in perfect harmony...”*

**1 John 4:7-16**

*“Beloved, let us love one another;  
for love is of God...”*





## More Suggested Scripture Lessons

Genesis 1:26-28, 31a	The creation of man and woman
Song of Solomon 2:10-14, 16a, 8:6-7	Love is strong as death
Isaiah 43:1-7	You are precious in God's eyes
Isaiah 55:10-13	You shall go out in joy
Isaiah 61:10-62:3	Rejoice in the Lord
Isaiah 63:7-9	The steadfast love of the Lord
Romans 12:1-2, 9-18	The life of a Christian
1 Corinthians 13	The greatest of these is love
2 Corinthians 5:14-17	In Christ we are a new creation
Ephesians 2:4-10	God's love for us
Ephesians 4:1-6	Called to the one hope
Ephesians 4:25-5:2	Members one of another
Philippians 2:1-2	The Christlike spirit
Philippians 4:4-9	Rejoice in the Lord
Colossians 3:12-17	Live in love and thanksgiving
1 John 3:18-24	Love one another
1 John 4:7-16	God is love
Revelation 19:1, 5-9a	The wedding feast of the Lamb
Matthew 5:1-10	The Beatitudes
Matthew 7:21, 24-27	A house built upon a rock
Matthew 22:35-40	Love, the greatest commandment
Mark 2:18-22	Joy in Christ as at a wedding
Mark 10:42-45	True greatness
John 2:1-11	The marriage feast of Cana
John 15:9-17	Remain in Christ's love

## Suggested Hymns *in the* United Methodist Hymnal

642	As Man and Woman We Were Made	645	O Perfect Love
451	Be Thou My Vision	408	The Gift of Love
158	Come, Christians, Join to Sing	138	The King of Love My Shepherd Is
164	Come, My Way, My Truth, My Life	643	When Love is Found
695	O Lord, May Church and Home Combine	549	Where Charity and Love Prevail
647	Your Love, O God, Has Called Us Here		

## Suggested Psalms and Canticles *in the* United Methodist Hymnal

23 (UMH 128, 136-38, 518, 754)	The Lord is my shepherd
33 (UMH 767)	Rejoice in the Lord
34 (UMH 769)	I will bless the Lord
37 (UMH 772)	Trust in the Lord and do good
67 (UMH 791)	May God be gracious to us
100 (UMH 74, 75, 821)	Make a joyful noise to the Lord
103 (UMH 139, 824)	Bless the Lord, O my soul
112 (UMH 833)	Happy are those who fear the Lord
145 (UMH 857)	The Lord is gracious
148 (UMH 861)	Praise the Lord from the heavens
150 (UMH 96, 139, 862)	Praise the Lord
Canticle of Love (UMH 646)	Two shall become one in love

# Gretna United Methodist Church

## Wedding Arrangement Form

*Please complete as much as you can of this form and return it to Gretna UMC.*

BRIDE'S NAME \_\_\_\_\_

*First*

*Middle*

*Last*

Name to be used in ceremony \_\_\_\_\_

Present address \_\_\_\_\_

Cell phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Age \_\_\_\_\_

Email Address \_\_\_\_\_

Member of: Gretna? \_\_\_\_\_ Another church? \_\_\_\_\_

GROOM'S NAME \_\_\_\_\_

*First*

*Middle*

*Last*

Name to be used in ceremony \_\_\_\_\_

Present address \_\_\_\_\_

Cell phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Age \_\_\_\_\_

Email Address \_\_\_\_\_

Member of: Gretna? \_\_\_\_\_ Another church? \_\_\_\_\_

WEDDING DATE \_\_\_\_\_ Time \_\_\_\_\_ am or pm

Location: Sanctuary \_\_\_\_\_ Other \_\_\_\_\_

Will someone give the bride away? \_\_\_\_\_ If so, who? \_\_\_\_\_

Attendants: Number of bridesmaids \_\_\_\_\_ Number of groomsmen \_\_\_\_\_

Flower girl(s)? \_\_\_\_\_ Ring bearer? \_\_\_\_\_ Other? \_\_\_\_\_

Names: Best man \_\_\_\_\_ Maid/Matron of honor \_\_\_\_\_

Will Ushers light the candles? \_\_\_\_\_ Candle Lighters? \_\_\_\_\_ or should they be lighted beforehand? \_\_\_\_\_

REHEARSAL DATE \_\_\_\_\_ Time \_\_\_\_\_ (a.m. or p.m.)

MUSIC: Do you want our church musician to play? \_\_\_\_\_

Name of Guest Musician \_\_\_\_\_ Phone \_\_\_\_\_

Soloist? \_\_\_\_\_ If so, name \_\_\_\_\_ Phone \_\_\_\_\_

RECEPTION: Place \_\_\_\_\_

FLORIST: Name \_\_\_\_\_ Phone \_\_\_\_\_

### **Please Note:**

*If the wedding is on a Saturday, please request your florist to schedule delivery by calling Kandie Hinyub at 504-909-7019.  
Please make arrangements with the florist or otherwise for the removal of decorations after the wedding.*

MINISTER IN CHARGE: \_\_\_\_\_

If not Gretna UMC Pastor, give name and address \_\_\_\_\_

FUTURE ADDRESS OF BRIDE AND GROOM \_\_\_\_\_

### **Fees**

*Wedding fees must be paid in full in order for  
Gretna United Methodist Church  
to secure your date on the calendar*

**GREटना UNITED METHODIST CHURCH**  
**Wedding Agreement**

*Please sign and return to church with payment*



I am enclosing a check in the amount of \$ \_\_\_\_\_

for the wedding of

\_\_\_\_\_ and \_\_\_\_\_  
*bride* *groom*  
to be held on

\_\_\_\_\_  
*date*

*To be signed by the bride and groom.*

I have read the wedding guidelines of the Gretna United Methodist Church  
and I agree to abide by them.  
I understand that violation of any policy will result in a forfeiture of my deposit.

\_\_\_\_\_  
*bride*

\_\_\_\_\_  
*groom*

\_\_\_\_\_  
*date*

# *Your Wedding at Gretna*

## CHECKLIST



☐ Pastor

*Pastor Jo Cooper*

*504-366-6685*

**revjoannc@gmail.com**

☐ Date and Fees

*Kandie Hinyub, Wedding Coordinator*

*504-909-7019*

**kandie\_gump@yahoo.com**

☐ License

*Department of Vital Records*

*Jefferson Parish, 504-364-2922 or*

*Orleans Parish, 504-568-5182*

☐ Musician

☐ Photography

☐ Florist