

# Wedding Information

CONTACT INFORMATION: Rev. Philip and Debbie Tocknell – 410-923-1166 or 443-631-2190  
E-mail – DLTocknell@gmail.com  
Mr. Dale Carrigan – 410-923-1166

## Wedding Costs

### MEMBERS:

- ◆ The church organist fee is \$225.00 made payable to Dale Carrigan
- ◆ If using an outside musician, a fee of \$25.00 is payable to Dale Carrigan for consultation with the outside musician.
- ◆ All payments are due to the church office one-month before your wedding.
- ◆ Use of outside wedding planners/coordinators is not permitted at Baldwin Memorial UMC

### NON-MEMBERS

- ◆ Use of outside wedding planners/coordinators is not permitted at Baldwin Memorial UMC
- ◆ The total Wedding Cost for non-members of the church is \$1,000. This covers the fees of minister, organist, and use of the church facility.
- ◆ All payments are due to the church office one-month before your wedding.
- ◆ Please send the check for the church and Dale Carrigan to the church office:  
Baldwin Memorial United Methodist Church  
921 General's Highway  
Millersville, MD 21108,  
the check for Rev. Tocknell, please give to him.
- ◆ Checks should be written as follows:  
\$475.00 payable to Baldwin Memorial United Methodist Church (\$100.00 deposit, \$375.00 balance)  
\$300.00 payable to Rev. Philip Tocknell  
\$225.00 payable to Dale Carrigan

## Wedding Preparation and Planning

### PASTORAL MEETINGS

- ◆ Couples must attend a minimum of three meetings with the minister before the wedding rehearsal. At these meetings you will discuss your lives, values, hope and dreams, faith and religious beliefs, and communications skills. You will also plan your wedding ceremony so it is special just for you.
- ◆ The pastor will contact you about 3 months before your wedding to set up your first meeting.

### MUSIC

- ◆ The pastor will let the organist know of your wedding. You will want to contact the organist after the pastor has confirmed your wedding date to set up an appointment to discuss your music selections. Couples must meet with the organist at church to select their wedding music.
- ◆ Make your music recommendations and selections early because some music is more difficult to locate and musicians need time to prepare music that is not already in their repertoire.

- ◆ If you use a soloist or outside musician, their fee is the responsibility of the bridal couple.
- ◆ All musical selections must be approved by the pastor and organist.
- ◆ You must use the Baldwin Memorial United Methodist Church organist. In the event the organist is not available, the church will provide a substitute organist for your wedding and let you know of the change. We will have the substitute organist contact you.

#### CEREMONY

- ◆ The average length of time for a basic wedding ceremony can last between 30-35 minutes.
- ◆ Adding a unity candle adds about 5 minutes.
- ◆ Adding a soloist (other than during the unity candle) adds about 5 minutes.

#### Church Recommendations and Restrictions

Absolutely no alcohol or illegal drugs are allowed on church property-buildings or grounds.  
No Smoking is allowed in church buildings and on church property.

#### CONGREGATIONAL SEATING

- ◆ The sanctuary seats approximately 265. There are 44 pews that hold 6 adults comfortably.
- ◆ The first pew on each side is reserved for parents of the bride and groom. If seating is a concern, the grandparents can sit in the first pew.

#### CANDLES

- ◆ Candles for the church candelabra will be supplied at no cost. If you rent additional candelabra, you must furnish dripless candles for them. Where you rent the candelabra from can advise you on where to obtain the candles.
- ◆ The church has the unity candle stands for your use if you decide to include the unity candle in your ceremony. Candles can be simple tapers or elaborate Wedding Candle sets. Talk to the pastor if you need information.
- ◆ If you intend to place candles or arrangements in the windows, notify the pastor in advance. Special windowsills must be installed.

#### CHURCH DECORATIONS

- ◆ Any bows/arrangements attached to pews must be tied on. Your florist will know how to do this procedure, just let him or her know when you are planning your flowers for your wedding.
- ◆ Ask someone attending your wedding to remove your bows and church decorations. Keep in mind, you can use these decorations at your wedding reception to decorate the gift table, head table, or just that little place that needs something extra.
- ◆ During your final meeting with the pastor, let him know when your florist will arrive to set up for your wedding.
- ◆ You may bring items for your wedding during the rehearsal. Items might include your guest book, pen, bows, etc. This will help make your wedding day less hectic.
- ◆ After the ceremony, many couples are searching for alternatives to rice and birdseed. You may pass out small bottles of bubbles to be blown outdoors; There is a possibility of your guest slipping if you use grass seed or birdseed. Flower petals, and confetti are not recommended because they may stain your dress along with your guests and the church grounds. Rice is not allowed because it causes harm to the birds and may cause someone to slip.

#### FLOWERS

- ◆ If you have boutonnieres and corsages delivered to the church, please have the florist mark the flowers with the name (or position) of the intended wearer.
- ◆ Flower arrangements may be placed on the altar. A center arrangement may be used, but it is not recommended to be more than 12 inches in height.
- ◆ Flower arrangements and other decorations may be placed on the church exterior. Discuss your options with your florist.
- ◆ Aisle runner – if you desire an aisle runner, you will want to tell your florist to supply at least 75 feet of aisle runner. The carpet in the church is a deep rose color; an aisle runner is not really necessary.
- ◆ If you have a flower girl, please either have her carry a small basket of flowers or if you want, she can drop silk rose petals.

#### PHOTOGRAPHY

- ◆ Still photography is at the discretion of the Pastor. The wedding ceremony is a worship service and the integrity of the worship service must be maintained.
- ◆ Professional photographers must see the pastor during the rehearsal or at least one half hour before the wedding for instructions.
- ◆ Photographers must remain to the rear of the church (behind all guests) throughout the ceremony.
- ◆ During the processional and the recessional, photographers may come no more than one third of the way down the aisle to take pictures and must not interfere with the progress of the wedding party. After the processional the photographer must return to the back of the sanctuary.
- ◆ Photographers may not take any flash photography during the ceremony.
- ◆ Discourage your guests from taking photos during the ceremony.
- ◆ Tripods and other equipment may not be set up in the side or center aisles.
- ◆ Remember this is your wedding day! Have the photographer do the pictures you want.
- ◆ Any worship service pictures can be staged after the actual ceremony.

#### VIDEOGRAPHY

- ◆ Video photography is at the discretion of the Pastor. The wedding ceremony is a worship service and the integrity of the worship service must be maintained.
- ◆ The videographer must see the pastor during the rehearsal or one half hour before the wedding for instructions.
- ◆ Video cameras may be used with no lights and must remain behind the last guest.
- ◆ Tripods may not be set up in the side or center aisles.

#### FOLLOWING THE CEREMONY

- ◆ A family member or friends must put the choir room and counting room back as found, check all areas, including the rest rooms and sanctuary for personal belongings, collect all boxes, ribbons, pins, bulletins, flowers, pew bows, unity candle and trash. There is a trash dumpster located behind the educational building for your use after the wedding.

# Wedding Music

The music at your wedding will set the tone for your entire ceremony. When you meet with the organist, you will choose the style of music, the number of pieces to be performed, and whether you want only the pip organ, or additional instrumentalists or vocalists for your wedding. The church is not really set up to provide audio taped music during wedding. Your options are limitless.

As soon as you have returned the enclosed wedding information form to the pastor (no later than 2 months before the wedding), you need to call the organist to set up an appointment.

When you meet with the organist, you will choose music for the prelude (about 20 minutes of music before the ceremony), the special entrances, the processional, any music needed during the ceremony, the recessional, and the postlude. When you meet with the church organist you will have a chance to listen to many selections of music and decide which style of music is right for you.

Make your music selections early. Music is sometimes difficult to locate and musicians need time to prepare music that is not already in their repertoire.

If you decide to hire a musician, discuss fees in advance. You should always make arrangements to hear musicians perform before you hire them. If you have an idea for a special instrumentalist or vocalist, the organist can provide a list of musicians who have preformed at Baldwin Memorial UMC before and may be available for your wedding.

If you have soloists, you must schedule their music rehearsal with the organist as soon as possible. Music rehearsals usually occur immediately before or after the wedding rehearsal. There will be an additional fee charged for rehearsal(s) with soloist or additional consultations.

## Wedding Music Suggestions

### **Sacred Vocal Music**

|  |                    |
|--|--------------------|
| Ave Marie  | Gounod or Schubert |
| The Lord's Prayer  | Malotte            |
| The Greatest of These is Love                                  | Bitgood            |
| O Perfect Love   | Hopson             |
| Light of God, Within us Shine<br>(Prayer of Hanzel and Gretel) | Humperdink         |
| A Nuptial Blessing   | Joncas             |
| Household of Faith   | Lamb/Rosasco       |

### **Popular Vocal Music**

|                                  |                  |
|----------------------------------|------------------|
| One Hand, One Heart              | Bernstein        |
| Sunrise, Sunset                  | Bock             |
| We've Only Just Begun            | Carpenters       |
| The Wedding Song (There is Love) | Stookey/Yarrow   |
| Grow Old With Me                 | Chapin/Carpenter |