

METROPOLITAN MEMORIAL  
UNITED METHODIST CHURCH

# WEDDINGS

“THE NATIONAL CHURCH OF UNITED METHODISM”

*...celebrating our 150<sup>th</sup> year in the Nation's Capital...*

A CONGREGATION OF THE BALTIMORE-WASHINGTON CONFERENCE  
OF THE UNITED METHODIST CHURCH

*open hearts open minds open doors*



## *Weddings at Metropolitan Memorial United Methodist Church*

### **Introduction**

The service of Christian marriage at Metropolitan Memorial is a ceremony that includes three primary commitments by the bride and groom: (1) a commitment to God; (2) a commitment to each other; and (3) a commitment to the congregation where they choose to be married.

The most important of these commitments is the one to God. As such, it is expected that all couples wishing to be married here are believers in God. It would be hypocritical on the part of the couple, as well as the church, to conduct a ceremony where the basic religious assumptions behind the ceremony are not believed in or accepted by either the bride or the groom. Couples wishing to have their ceremony at Metropolitan Memorial are asked to be ready to discuss their faith in God with the minister.

The second commitment by the couple is to each other. The promises that a man and a woman make to each other before the altar of God are profound and deeply spiritual – “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, for now and all eternity.” Marriage, therefore, should never be entered into quickly, or carelessly, but with deep deliberation and all of the integrity one possesses.

Making a connection to a congregation is the third essential commitment expected of those who will be married in a Christian church. Because the rate of divorce in our country remains unacceptably high, all who choose the path of marriage will need the best support possible to make sure that sacred promises are kept pure and holy. Providing this support is one of the most important responsibilities of the church. A couple married in our sanctuary is not required to be a member here, but it is essential that two people, joined in marriage, envision living out their covenant as active members of some religious community. If you do not have a church home, we would be delighted to have you consider becoming a part of our church family.

## **First Things First**

The first step in planning a successful wedding day is to meet with the minister who will be performing your ceremony. It is most helpful to select the wedding date prior to making arrangements for your wedding reception. The minister and the church administrator will be happy to schedule your wedding on both the minister's personal calendar and the church's calendar. Also, the staff of Metropolitan would be happy to give a tour of the facility to help you make your decision.

If the minister who will be performing your wedding is from another church, you must consult with Dona Collary, Church Administrator – 202.363.4900. At that time Mrs. Collary will ask you for your minister's name and related information. It is a matter of important protocol for us to send a letter to a guest minister welcoming that person to Metropolitan and providing helpful information.

### **Marriage License**



The person performing your marriage must be certified to do so in the District of Columbia. To become certified, the minister must contact the Marriage License Bureau in Washington (202.879.4840) well in advance of the ceremony. One of the requirements of certification is to have a minister already registered in the District to verify the visiting clergy's credentials. If the visiting minister is United Methodist, one of our ministers will be happy to sign the appropriate document. However, if the visiting clergy is of another denomination, the visiting clergy must find a minister of the same denomination to provide the verification.

Licenses are issued by the Marriage License Bureau – 500 Indiana Ave., N. W., Room 4485, Washington, D.C. 20001 (202.879.4840). Your minister must be certified to perform marriages in Washington prior to the day the application is filed. At that time, you will be asked to provide the minister's full name.

A waiting period of five days is required between the day one applies for the license and the day the license is issued.

Couples being married in the District of Columbia are required to have blood tests prior to applying for a license.

Please bring the marriage license to the wedding rehearsal.



To ensure that the commitments inherent in marriage are as strong as possible, couples being married at Metropolitan Memorial are required to undergo marriage counseling. The nature of these sessions varies depending upon the minister the couple chooses to perform the ceremony. The counseling may be provided by either the minister or another qualified professional; however, the minister reserves the right of approval for those who are to provide

the counseling.

If you will be coming to one of our ministers for counseling, the couple is expected to begin the counseling at least six months prior to the wedding.



It is the policy of Metropolitan Memorial that our organist, Bruce Caviness, have first right to play for all weddings conducted at Metropolitan Memorial. In special cases where the wedding couple may prefer to ask another musician to play our sanctuary organ, Mr. Caviness must approve the substitute and be satisfied with the musician's competency and experience.

The wedding ceremony is a religious service and only appropriate music may be chosen. Mr. Caviness is authorized to discuss and approve all musical selections for wedding conducted at Metropolitan. He will be happy to suggest a rich and varied repertoire of music from which selections may be made.

Since a wedding is a religious ceremony, it is also appropriate to select hymns to be sung by the congregation. Either the minister or the organist will be happy to discuss this with you.

If you should desire to use additional instrumentalist for the wedding – i.e., harp, strings, or brass, etc. – you may consult the organist for recommendations or make your own arrangements. However, it is the responsibility of the wedding couple to put the organist and the instrumentalists in contact with each other at least one month before the wedding.

Please contact Mr. Caviness at least six weeks before your wedding –  
202.244.6652.



It is required that photographers or videographers contact the Church Administrator prior to the ceremony to discuss permissible photography. Flash pictures are not allowed during the ceremony. Time exposures may be taken from the rear balcony; however, photographers are not allowed in the side balconies. The church personnel present at the ceremony will indicate appropriate places for the photographer to be located; if

necessary, photographers will be asked to move if it is in the best interest of the ceremony.

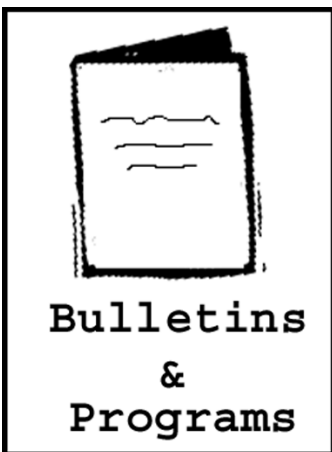


The Great Hall is available for wedding receptions – with the exception of Sunday evenings. The fee is \$1500 for four hours, and \$200 for each additional hour. Part of the fee provides for a staff member to be present.

All catering, silverware, plates, table coverings, and equipment must be provided.

Smoking and alcoholic beverages are not permitted on the church grounds.

For additional information, please contact the Business Office – 202.363.4900.



If you wish to have a bulletin for your ceremony, your minister will be happy to consult with you on the order of worship and other details. The church does not supply or reproduce bulletins or programs for weddings.

If a couple chooses to have a bulletin, it is recommended that the following notice be printed – “Please turn off your cell phone. Flash photography is not permitted during the ceremony.”



It is the policy at Metropolitan that the services of the Superintendent of the Building and Grounds is required for

all weddings. It is their responsibility to prepare the Sanctuary, adjust the lighting and sound, regulate the temperature, and open and close the church. It is customary for the church to be open ninety minutes before the ceremony and ninety minutes afterward. If extra time is needed, an additional fee may be requested.



Couples married at Metropolitan are asked to provide their own florist. In some circumstances, members of the church's Flower Committee may be available for consultation and assistance.

Appropriate places for flowers include either one or two arrangements on the Altar, standing bouquets on pedestals, and smaller arrangements on candelabras, if used.

If you should prefer to have the flowers remain on the Altar for a worship service to be dedicated in honor of the wedding couple, please make advance arrangements with the Business Office to ensure that proper notice is in the Sunday bulletin. If you are not leaving flowers for the worship service, all flowers must be removed at the conclusion of the wedding.

Florists are not allowed to put nails, tacks, glue, or tape on or into the woodwork, walls, or pews. If an aisle runner is used, a cloth of approximately 150 feet in length is necessary.

Because of the Sanctuary's stone floor, nothing may be thrown or dropped on it that might cause someone to slip. Therefore, rice, birdseed, flower petals, confetti, bubbles, etc., are not allowed in the Sanctuary or on the grounds of the church.

The church has two pairs of standing candelabra and eleven pairs of pew candles that may be used for weddings. In addition, there are six tall candles used on the altar. The candles for the candelabra and pew candles are provided by Metropolitan.



Our church is not in a position to subsidize wedding ceremonies and therefore asks couples married here to pay their fair share of maintaining our facility.

The fee for non-members to be married at Metropolitan is \$3,000. This fee includes the use of the Sanctuary, Parlor for the bride's party, Library for the groom's party, candelabras and candles, and the organ. In addition, the fee includes the services of the organist and the host for both the rehearsal and the ceremony.

The fee for members of Metropolitan to be married here is \$1,500, with members being encourage to contribute more as they are able to do so.

An honorarium for the minister performing your ceremony and providing for your counseling is not included in the above fees. If you are a non-member, the minister's fee is \$500. If you are a member, the minister's fee is \$350.

A deposit of \$1,500 for non-members, and \$750 for members, will confirm your wedding date. The balance is due thirty days prior to the wedding.

*As a gathered community of faith, believing in God as revealed in Jesus Christ, we are committed to building and nurturing Christian disciples through worship, study and service. Affirming each person's unique gifts and talents, we invite others into a loving, prayerful relationship with God. As the scattered Church of Jesus Christ, we are sent forth into the world to serve others and to challenge injustice.*

For information about our community of faith,  
call the Mission and Outreach Office at 202-363-4900, ext. 23.

**Church Address:** 3401 Nebraska Ave., NW, Washington, DC 20016

**Church Phone:** 202-363-4900    **Church Fax:** 202-686-2056

**E-mail:** [office@mmumc-dc.org](mailto:office@mmumc-dc.org)

**Visit our Website:** <http://www.MetropolitanUMC.org>