



## GALENA UNITED METHODIST CHURCH

125 South Bench Street  
Galena, IL 61036  
(815) 777-0192

### Weddings

#### Fees for non-members

##### Use of the church

Up to 50 guests:	\$200.00
51-100 guests:	\$400.00
Over 100 guests:	\$500.00
Pastor	\$200.00-\$300.00 depending upon Pre-marital preparation arranged w/pastor - (3rd page letter)
Custodial fee	\$ 75.00
Coordinator and sound	\$125.00

½ due to save date.

Remaining due 30 days prior to service.

\*The pastor of Galena United Methodist Church will officiate or participate in each wedding that is performed in the church. If the couple desires a minister outside this church to officiate or assist in your wedding, this must be discussed and pre-arranged with the pastor who will work with your needs in your initial conference.

#### License:

The bride & groom are responsible for obtaining a marriage license for Joe Daviess County. For more information contact Jo Daviess County Clerk at 815-777-0161. 330 N. Bench St., Courthouse, Galena, IL 61036. Hours: 8 am to 4 pm Monday-Friday

For questions, call Pastor Jin-Hee Kang at (708) 289-0097 or email: [pastorjinheekang@gmail.com](mailto:pastorjinheekang@gmail.com)

"The decision to perform the ceremony is the right and responsibility of the pastor, in accordance with the laws of the state and The United Methodist Church. All plans should be approved by the pastor. The pastor's 'due counsel with the parties involved' prior to marriage, mandated by The Book of Discipline, should include, in addition to premarital counseling, discussing and planning the service with them and informing them of policies or guidelines established by the congregation on such matters as decorations, photography, and audio or video recording. Any leadership roles taken by other clergy should be at the invitation of the pastor of the church where the service is held. The organist or person in charge of the music should be consulted and work with the couple in all decisions on music selection.

(From **The United Methodist Book of Worship**. Copyright © 1992 by The United Methodist Publishing House. Used by permission.)

## **MUSIC & MUSICIANS**

Both arrangement for and payment of musicians and soloists are the responsibility of the bride and groom. Musician suggestions can be requested. Organ and baby grand piano are available. The organ must be left in the same condition as prior to the wedding. Do not change any of the pre-sets on the organ once the wedding is over.

## **ALTAR PARAMENTS**

White altar paraments will be used during the wedding unless the bridal couple wishes to have them removed. If so, this must be discussed with the pastor and the paraments will be removed by our Wedding coordinator and replaced after the wedding ceremony.

## **WEDDING REHEARSAL**

A wedding rehearsal will be scheduled prior to the wedding day, usually occurring the evening before the wedding. All participants in the wedding are expected to behave appropriately. Anyone drinking, intoxicated, or high during the wedding rehearsal or the wedding will be removed. It is the responsibility of the bride and the groom to schedule and organize the rehearsal; however, the pastor will direct the rehearsal. The couple should bring the marriage license to the pastor at the rehearsal.

## **LEAVING THE CHURCH**

In accordance with modern day environmental concerns, rice may not be thrown to send the couple on their way. If desired, bird seed, flower petals, or wedding bubbles may be used outside the church.

## **USE OF THE CHURCH BUILDING**

It will be the sole responsibility of the wedding party to leave the church and premises in the same condition as they were found. No nails, tape, or other adhesives which will in any way mar surfaces should be used. All decorations, containers, and belongings of the wedding party and guests must be removed from the church building within three hours of the wedding unless otherwise authorized by the pastor. No alcohol is allowed in the church building at any time. Damage to the church building will result in additional usage fees and charged to the bride and groom. Seating capacity of Galena United Methodist Church is 200 persons. If more guests are expected to attend the wedding, a church with a larger capacity may need to be selected.

## **PHOTOGRAPHY**

Photography or the use of a video camera should never be obtrusive or distract from the ceremony. Flash photographs may be taken during the processional and recessional, but no flash is allowed during the wedding worship service. The couple is welcomed to use the sanctuary for pictures of the wedding party and family before and/or after the service, subject to arrangements made during the pre-marital sessions.



## Galena United Methodist Church

A church for all God's people... in the heart of the neighborhood for over 180 years!

For Non-Members:

As a minister of the church, I am asked to perform wedding ceremonies for persons who are not members of Galena United Methodist Church. I'm honored by the opportunity to extend the ministry of our church to the larger community. Because you have come to me as a minister of the church, you want something more than the use of a building or a simple legal ceremony. I strongly encourage you to come to me for premarital counselling.

As an Ordained Elder in the United Methodist Church, I administer and consult using a premarital inventory called *Premarriage Awareness Inventory* which gently helps point out strengths and growth areas in the relationship. The inventory resources are around \$30. Taking the inventory at one session with two sessions of feedback and communication skills building, a session to plan the ceremony, and officiating at the ceremony costs \$300.

Two premarital counselling sessions without the inventory, a session to plan the ceremony and officiating at the ceremony costs \$250.

One premarital counseling session, one session to plan the ceremony and officiating at the ceremony costs \$200.

If under different circumstances we are unable to meet for premarital counselling, I will meet with the couple to plan the ceremony and officiate at the ceremony for \$150.

Rev. Jin-Hee Kang, Pastor