

**RESERVATION RATES FOR WEDDINGS** (revised 7/2023)

First United Methodist Church / 718 Clay Street  
Cedar Falls, Iowa 50613 ♥ 319-266-1713

**Bride** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Groom** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Date of Wedding** \_\_\_\_\_ **Time** \_\_\_\_\_

**Date of Rehearsal** \_\_\_\_\_ **Time** \_\_\_\_\_

**Room to be used for ceremony:** \_\_\_\_\_ Sanctuary \_\_\_\_\_ Parlor \_\_\_\_\_ Chapel

**Will reception be here?** \_\_\_\_\_ No \_\_\_\_\_ Yes  
If yes, room to be used for reception: \_\_\_\_\_ Fellowship Hall \_\_\_\_\_ Parlor

**CHURCH FACILITIES & SERVICES FOR CEREMONY**

Wedding fees are payable to First United Methodist Church before rehearsal.

\*Pastors have authority to negotiate the recommended donation based on pastor’s discretion.  
Amount Due

**Pastor**

Because weddings involve a considerable amount of preparation, as well as extra weekend hours, an honorarium is customary and appreciated. A typical honorarium is \$250.  
Paid directly to the pastor on the night of rehearsal.

Prepare/Enrich Marriage Assessment tool \$35.00 \$ \_\_\_\_\_  
Paid by the couple when they take the assessment on line.

**Non-member Facility Use:** \$500.00 \$ \_\_\_\_\_

**Sound/Video Technician:** [chris.congdon@aboutfirst.com](mailto:chris.congdon@aboutfirst.com)  
Rehearsal \$75 \$ \_\_\_\_\_  
Ceremony \$100 \$ \_\_\_\_\_  
Post-production (video editing & distribution if required) \$100 \$ \_\_\_\_\_  
Paid directly to technician before the rehearsal.

**Custodian Fees:** \$150.00 \$ \_\_\_\_\_  
Paid directly to custodian before the rehearsal.

**Organist Fees:** \$125.00 [bevan.lucas@gmail.com](mailto:bevan.lucas@gmail.com) \$ \_\_\_\_\_  
Paid directly to organist before the rehearsal  
Visiting organist must meet with approval of our organist.

**TOTAL FUMC Fees for Ceremony** \$ \_\_\_\_\_

**CHURCH FACILITIES FOR REHEARSAL DINNER or RECEPTION**

Amount Due  
Fellowship Hall & Kitchen \$100 \$ \_\_\_\_\_  
Gathering Place \$50 \$ \_\_\_\_\_

Custodial Fees \$100 \$ \_\_\_\_\_  
Paid directly to custodian before rehearsal.

**TOTAL Church Fees for rehearsal dinner or reception** \$ \_\_\_\_\_

***CHECKLIST FOR JANITOR***

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**Date and time of Wedding:** \_\_\_\_\_

**Date and time of Rehearsal:** \_\_\_\_\_

**Names of Bride and Groom:** \_\_\_\_\_

**How many are expected to attend:** \_\_\_\_\_

**Rooms required for wedding:**

\_\_\_\_\_ **Sanctuary**

\_\_\_\_\_ **Gathering Place: Wedding?** \_\_\_\_\_ **Rehearsal Dinner?** \_\_\_\_\_  
How does it need to be set up?

\_\_\_\_\_ **Chapel** (How does it need to be set up?)

\_\_\_\_\_ **Parlor for Brides**

\_\_\_\_\_ **Choir Room for Groom**

**Set up for wedding:**

\_\_\_\_\_ **Candelabra's**

\_\_\_\_\_ **Unity Candle Holder and Table**

\_\_\_\_\_ **Table for Guest Book**   **Tablecloth?** \_\_\_\_\_

\_\_\_\_\_ **Gift Table**

\_\_\_\_\_ **Other:**

**Time the church needs to be open on day of wedding?** \_\_\_\_\_

**Any other information:**