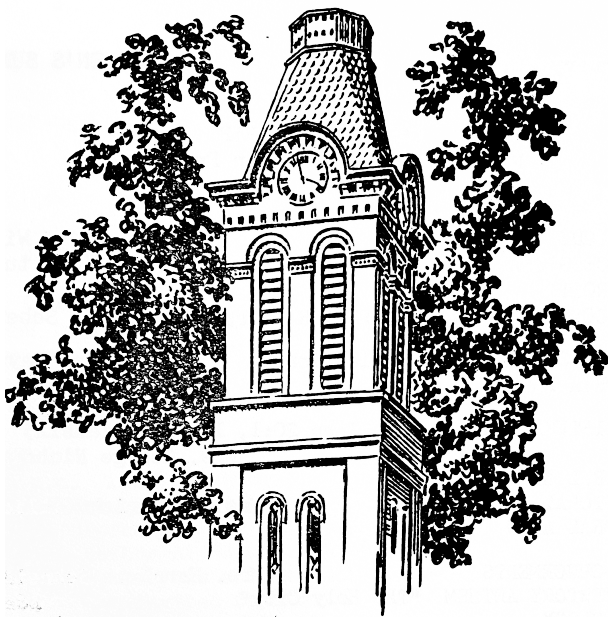


SERVICE OF MARRIAGE



The First Presbyterian Church Of East Hampton

120 MAIN STREET | EAST HAMPTON, NEW YORK, 11937

(631) 324-0711 | fpceh.org

The First Presbyterian Church of East Hampton celebrates with you in your decision to be married. Prominently situated on Main Street in the heart of East Hampton Village, our “New England Meeting House” style church building is one of the most recognizable and picturesque landmarks of The Hamptons. We are an open and affirming faith community that embraces all loving and committed relationships and our impressive sanctuary is available for your ceremony.

Weddings at the First Presbyterian Church of East Hampton are open to both members and nonmembers, in accordance with the Presbyterian Church (USA) Book of Order.

Our pastor is the presiding minister for weddings held here. Other clergy are also welcomed to participate in the ceremony at the pastor’s invitation. The exchange of marriage vows in a church is an act of worship. All aspects of the service should reflect this spirit of worship. However, we also appreciate that each wedding should be unique and special according to the wishes of the couple. The pastor will discuss your ideas for a suitable and personalized service.



Wedding Fees

	Non-Member	Member
Use of the Sanctuary	\$3,000	\$0
Minister	\$750	Honorarium
Organist/Director of Music	\$400	\$400
Bulletins	\$200	\$200
Sexton (Set-up & Cleaning)	\$300	\$300
Soundboard	\$300	\$300
Livestream	\$300	\$300

Non-members pay a \$300 deposit to secure the reservation, which will be deducted from the final payment for use of the sanctuary. The determination of member or non-member status is based on the day before first contact is made with the church about the wedding. All remaining fees can be paid in person at the rehearsal, typically the day before the wedding.

Music

In the Christian church, marriage and the wedding service should be to the glory of God who sanctifies marriage. Music that accompanies the ceremony should be uplifting. While liturgical music is always a good choice, modern popular selections can also be used. Care should be given to the selection of all music so that it is in keeping with the worship service. In order to help you select music that is best for your wedding, consult early with our experienced music director, who will also play the organ and can help find other accomplished musicians, such as guitarists and vocalists, if desired. You are welcomed to have family or friends provide music for the ceremony, under the oversight of our music director.

Photography

Official photographers are welcomed to take photos during a wedding following these guidelines: Flash photography may be used during the processional. With consent of the presiding minister, one photographer may be permitted in the front of the church until the procession is complete. Using a side aisle, the photographer must immediately and discretely return to the rear of the church for the remainder of the ceremony. Only available light may be used during the ceremony. Flash photography may be used during the recessional if taken from the rear of the church. After the service, the minister can re-stage the ceremony for photographs if desired. Video camera operators should remain in a stationary position throughout the service. The congregation should not take pictures during the ceremony.

Flowers & Decorations

The open design of our sanctuary lends itself to simple decorations. We recommend just one or two arrangements on the communion table. However, we do have additional pedestals if you desire more than that and your florist can bring others. Flowers and ribbons can be tied to the pews if desired, but decorations cannot be tacked, nailed, or taped to the walls or furniture. White runners are discouraged as they tend to bunch and can be a tripping hazard. We provide two communion table candleholders with candles at no fee. Additional candleholders should be approved in advance by the pastor. If flowers will be left behind for Sunday worship, we appreciate that! After Sunday services, flowers are distributed to the sick and shut-ins. Please let us know in advance if that's your intention.

Marriage License

Your marriage license is obtained in your residing municipality. To ensure it is present on the day of the wedding, the rehearsal will not begin until the license is in the church. The couple, witnesses, and pastor will sign the license at the church. After the service, the church office will send it to the municipal office indicated on the license and mail a copy to the couple at the address indicated on the document.

Parking

Our parking lot may be used for weddings held at the church. Parking is also available on David's Lane, Main Street, and at the public lot adjacent to Herrick Park and Stop & Shop. If you expect a very large number of guests or have special parking needs, talk to the pastor about it at your first meeting to see how we can help.

Bulletins

Most couples have bulletins prepared by a professional printer. Please include the following request in your program: "Please silence all electronic devices and put them away. Family and guests are asked to refrain from taking pictures during the wedding ceremony. We appreciate your help in making the wedding a meaningful and beautiful religious service." With sufficient notice, bulletins can be printed at the church office as noted in the fee-schedule chart. Please inform the pastor about your plans for the bulletin during your first meeting. To make logistical arrangements about the bulletin, please call (631) 324-0711 or email admin@fpceh.org



Wedding Rehearsal

The minister will direct the wedding rehearsal. This includes the procedures for the arrival and recessional for the service, the flow of the service, the vows, and the recessional. An hour is allocated for the rehearsal, preferably within 24 hours prior to the wedding. It is important to plan the rehearsal at a time when all of the participants can be present so that everyone will know the specific arrangements for the wedding day. Because young children are often unpredictable at weddings, when they will participate as flower girls or ring bearers an adult should be responsible for helping them with their cues and through the service. Please bring bulletins, any special items you want for the service like a unity candle, readings, etc., that will be used at the wedding and leave them at the church overnight. The wedding license must be brought to the rehearsal.

Care & Responsibility

In addition to the sanctuary, you are welcome to use the church narthex and grounds for a receiving line and photographs after the ceremony. Please be mindful that these facilities are a setting of worship. No alcoholic beverages or smoking are permitted on church property. Please respect the church and what it represents.

Next Steps

If you have not visited the church, we suggest you accept this invitation to attend a church service if possible. That will give you a feel for the church and our pastor's approach to worship. Our Sunday services are at 10:00 am. Once you decide you are interested in having your service at the First Presbyterian Church of East Hampton, please email admin@fpceh.org or call (631) 324-0711, with the following information: the couple's full names, current address(es), telephone numbers, email address, and any church affiliations. Also include the requested date of the wedding. We will get back to you promptly after reviewing the information and checking our calendars.

Church Staff

The Rev. Jon D. Rodriguez, *Minister*

Jane Hastay, *Director of Music*

June Lester, *Church Administrator*

The Rev. Dr. John Ames. & The Rev. Dr. Fred Schulz,

Pastors Emeriti

120 Main Street, East Hampton, NY 11937

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