

DIRECTORY AND WEDDING FEES

On behalf of the members and friends of the Congregational Church of Brookfield we extend our congratulations and best wishes on your upcoming wedding! Enclosed is some information you will find most helpful in your planning.

The **Church Address** is Congregational Church of Brookfield, 160 Whisconier Road, Brookfield, CT 06804. The **phone number** is 203-775-1259.

Our pastors are: The Rev. Bryn Smallwood-Garcia, Senior Pastor
The Rev. Jennifer Whipple, Associate Pastor

WEDDING FEES

Note: *If you currently support the Congregational Church of Brookfield with a pledge, or if you are experiencing a serious financial hardship, these fees may be reduced. Please speak to the officiating pastor for details.*

The Meetinghouse: \$500

A \$500 facilities-use donation is expected to reimburse us for the use of our Meetinghouse.

Suggested honorarium for the Pastor: \$500 to \$750

This covers 3 required premarital counseling sessions, plus the wedding service preparation, rehearsal, and ceremony.

The Organist: \$200 for the ceremony
\$ 50 for the rehearsal*
\$ 250 Total

*Plus \$25 if extra rehearsal time is needed for solo or other special music.

The Wedding Coordinator: \$125 (rehearsal & ceremony)

This host welcomes guests, takes care of any last-minute emergencies or details, directs the processional to ensure the ceremony runs smoothly, and helps with cleanup at the end.

Other Rooms

For an additional Facilities Use Fee, another room (i.e., Kitchen, Fellowship Hall, or Church School Room) may be available. Please contact the Church Office Manager to get a Facilities Use request form and contract.

REHEARSAL CHECKLIST

Day and Date of Rehearsal: _____

Time of Rehearsal: _____

Please ask participants to be prompt, as we will not begin until everyone is present. Have the whole wedding party attend, including parents and any ceremony participants (i.e. readers, soloists). You have exciting plans to develop, and you want to have plenty of time with your friends on this special occasion. The rehearsal usually takes about one hour.

If you have a soloist or special music needs, they should rehearse at another time agreed upon by the Organist and the participant. Before or after the rehearsal might work best.

BRING TO THE REHEARSAL:

The Marriage License
Facilities Use Donation to Church (made payable to “CCB”)
Fee for the Organist (made payable to Organist*)
Honorarium for Pastor (made payable to the Pastor)
Fee for the Wedding Coordinator (made payable to the Coordinator*)
Unity Candle, if applicable
Bulletins, if applicable
Other special decorations

*Officiating Pastor will provide names & contact information, as needed

RECEIVING LINE

If you wish to have a receiving line, there are many ways to greet your guests. A traditional order for the wedding party is:

The Bride's Mother and Father
The Groom's Mother and Father
The Bride
The Groom
The Maid of Honor
The Bridesmaids all in a row

SEATING IN THE CHURCH

The Meetinghouse or Sanctuary seats 200 people, and there is a chapel room attached if there is a need to seat more guests. The front pew is left open in case there is a need for the wedding party to be seated or for small children who are participating in the wedding. The next pews belong to parents of the wedding couple. Usually they are seated there alone or with close family members, such as grandparents.

Close family members are then seated behind the parents' pews. It will help to talk about this with your families prior to the rehearsal. Perhaps this worksheet will help.

BRIDE'S SIDE	PEW	GROOM'S SIDE
_____	2	_____
_____	3	_____
_____	4	_____
_____	5	_____

FROM THE MINISTRY

The members and friends of The Congregational Church of Brookfield rejoice with you as you prepare to be united in marriage.

We urge you to consult with the Pastor from our church who is to perform your marriage about your plans well before the date the arrangements are set. *Please do not set the wedding date until you have spoken with the Pastor.*

You will need to schedule about three appointments for pre-marital counseling prior to your wedding date. This provides for opportunities to meet with the Pastor to become acquainted, to receive counsel and advice, and to plan the ceremony together. All potential existing problems should be shared with the Pastor in advance of the wedding day. The Pastor would also be happy to meet with you after you are married should the need arise.

Any variations in the ceremony planned between you and the Pastor must be stated and approved before the day of the wedding rehearsal. The service of marriage must be specifically Christian in nature and content.

AT THE REHEARSAL:

The official marriage license must be in the hands of the Pastor on the rehearsal date or one day prior to the marriage ceremony. The entire wedding party, as well as the parents of the wedding couple, should attend the wedding rehearsal.

ON THE WEDDING DAY:

On the day of the wedding photographs may be taken only by an official photographer from designated points in the Meetinghouse. We ask guests to refrain from taking photographs, as the attention should be on the religious ceremony taking place. If desired, the wedding party may pose for any recreation and or wedding party/family pictures after the ceremony in the Meetinghouse. A video recording may be made only from a tripod in the balcony or the very back of the Meetinghouse.

Please notify the florist that flowers or bows may not be attached to furnishings with tacks or tape. We do discourage the use of aisle runners as they can prove to be dangerous to both the wedding party and the guests.

YOUR WEDDING MUSIC

Wedding music should faithfully reflect the Christian character of the occasion and should be carefully selected. A wide variety of appropriate music is available. The Church Organist will want to meet with you to plan suitable music. Please make this appointment as soon as possible.

For all marriage ceremonies, the Church Organist shall be given first opportunity to serve as the musician for your marriage service. If there are valid reasons for selecting another organist, such reasons must be indicated during your first meeting with the Pastor. A guest organist must have specific training and experience to serve in this capacity.

If you do plan to have a soloist, he or she should have previous experience in singing or performing for such a ceremony. Soloists from the church may be available for your wedding day if adequate arrangements are made in advance. The soloist must rehearse with the Church Organist prior to the ceremony. The use of other instruments during the service is permissible. Their use should be in character with the interests and desires of the wedding couple. We do not have the capability to play CD or taped music over our sound system.

CHURCH ORGANIST: Mrs. Toni Sullivan
PHONE #: 203-775-1259 (at church), 203-733-9574 (cell)

SOME MUSIC SUGGESTIONS FOR YOUR WEDDING DAY:

PROCESSIONALS

Bridal March – Wagner
Trumpet Voluntary – Purcell
Prelude from Te Deum – Charpentier
Rondeau – Mouret
The Rejoicing – Handel
Canon in D – Pachelbel

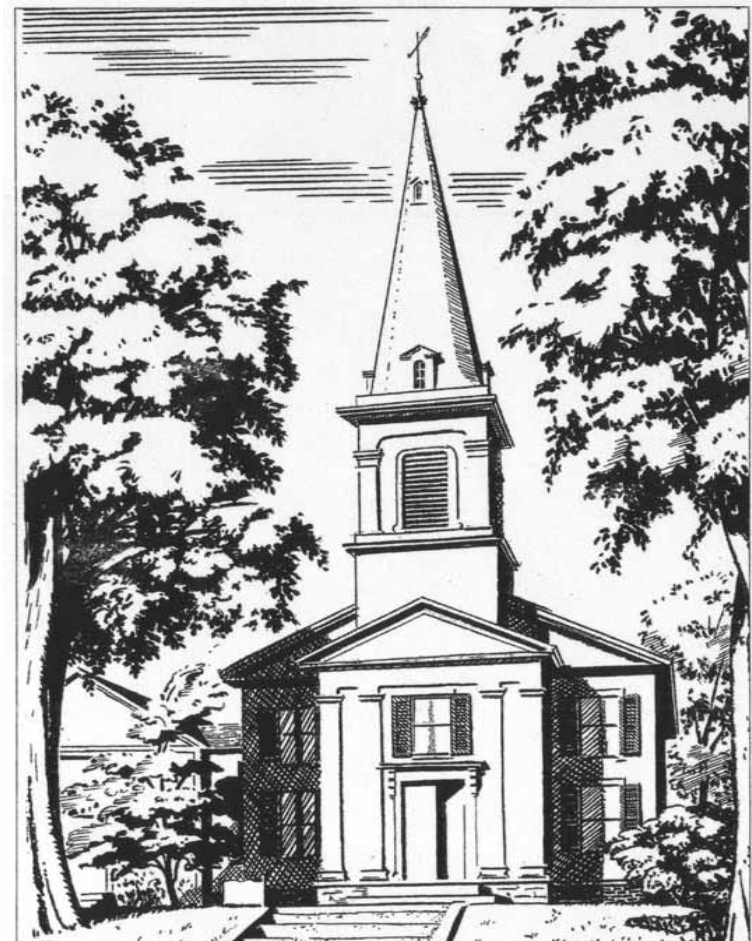
RECESSIONALS

Allegro Maestoso – Handel
Trumpet Voluntary – Stanley
Wedding March – Mendelssohn
The Rejoicing – Handel
Fanfare – Lemmens
Toccata - Widor

PRELUDE AND POSTLUDE SELECTIONS

Music will be selected by the church organist and will be played prior to and following the marriage ceremony. You may discuss special requests with the organist.

The music begins approximately 15 minutes before the ceremony, and ends about 5 minutes after the recessional.



Wedding Information Booklet
from the
The Congregational Church of Brookfield
*An Open and Affirming Congregation
of the United Church of Christ*