

Cahill United Methodist Church

*W*elcome to this moment when your journey in life takes each of you onto the same path, as you give expression to the commitment which has already been formed between you. It is right and Natural that you are entering into a marriage partnership, because human beings draw out the best of who we are only in relationship. When our relationships are healthy and holy, we can then experience and express our truest selves.

*T*he Wedding Team at Cahill United Methodist church is here to help make one of the most important days of your life as perfect and carefree as possible. Here at Cahill, we have a Minister available to perform your wedding ceremony. Our Wedding team will be available to help you with your special day, if you desire.

The Ceremony:

*O*ur wedding ceremony is warm and meaningful. Together with the officiant, you may personalize the ceremony to accommodate your own private words to each other, and the ring and candle ceremony that best reflects who you are as a couple.

Our beautiful Sanctuary will comfortably seat up to 120 guests. We have a generous center aisle.

Renewal of Vows are also available.

Fellowship Hall:

*F*ellowship hall rental includes two rooms for the use of the bridal party as dressing rooms.

The Fellowship Hall will seat 100 people

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1. No smoking/vaping is allowed inside the building
2. No alcohol or drugs are allowed on any part of the premises or property. We would appreciate it if you would make your guest aware of this rule.
3. Supervision of Children: Children under 10 years of age must always be supervised while on CUMC property. No room shall be made available to “warehouse” children while adults tend to business in the church or fellowship hall. Arrangements should be made for a responsible person to supervise the children while in the church and or playground.
4. An adult must be made available to supervise children on the playground. At no time may children be on the playground unattended.
5. Do not apply anything to walls unless a removable adhesive, such as Tac “n” Stick (blue) is used. Assure adhesive is removed when events end. Renter is responsible for damage.
6. Please remove garbage when your event has ended. A dumpster is available outside the back of the church for disposal of trash. You are responsible for set-up of tables and chairs. Extra tables and chairs are available upon request.
7. Cahill United Methodist Church is not responsible for any personal losses, accidents or disabilities. The applicants and their participants shall hold harmless and release the church, its members and employees from any and all liabilities arising out of the use of church facilities. Any damage to the premises during the event shall be the responsibility of the renter.
8. A checklist will be provided for those who use the facilities to ensure that the building is left as it was found.
9. You may bring your own food or caterer.
10. Restrooms and a Kitchen are available in the Fellowship Hall

Sanctuary- Wedding use:

The Sanctuary will seat 120 people

*W*e recommend that you name a wedding coordinator to organize all the details of your wedding. If you desire Cahill UMC can provide a wedding coordinator at an extra charge. Sunday weddings are available after 3:00pm, except for the fourth Sunday of every month.

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The Rehearsal:

*T*he rehearsal provides the opportunity for persons to become familiar with the worship order and the physical arrangements for the wedding. It is important that all persons who will have a part in the wedding ceremony attend the rehearsal. These include the bride and groom, attendants, parents of the bride and groom, and the ushers. Please coordinate your rehearsal time with church staff, so we can be available to you during this time.

Music:

*M*usic is an effective part of the wedding ceremony. The selection music must be appropriate. If there is a selection of music that you would like to play but are unsure if it's appropriate, please consult our pastor. He is happy to assist you in making your day special! If you wish to hire a DJ for use of the Fellowship hall, please consult with our pastor about appropriate music.

We have a beautiful electronic steeple bell system, that can be coordinated with your ceremony. A Sound Tech coordinator would be required for use of the steeple bells. If you are interested in using the Steeple Bells, please ask to see the catalog of music that we have available to play.

Our church organist is available to play for your wedding at an additional charge. The church organ is not available for use if our church organist is not used. The piano, however, is available.

Dressing Room:

*T*he nursery and one of the classrooms in the fellowship hall are available for the bride and groom to dress for the wedding.

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Candles and Decorations:

Only non-drip candles or votives are to be used. All decorations, flowers and equipment must be removed from the sanctuary immediately following their use unless other provisions have been made.

Please do not scatter real flowers down the aisle of the church. It is time-consuming to clean up and sometimes stains the carpet. However, silk flowers may be used.

Pastoral Services:

Our pastor will be glad to perform your wedding! We strongly recommend a donation be made if you choose to use our pastor. It is also highly recommended that you make time to visit with our pastor prior to your event. You may use a pastor of your choice, if you wish. However, the pastor of your choosing will be required to meet with our pastor prior to your event.

Please throw birdseed or blow bubbles as the wedding party exits the building. No Rice please!

General Rules:

1. No Smoking /vaping is allowed inside the building.
2. No alcohol or drugs are allowed on any part of the premises or property. You will be escorted of the property, and forfeit your deposit and/or fees, if these are found in your or your guest possession.
3. Supervision of children: Children under the age of 10 must always be supervised while on CUMC property. No room shall be made available to "warehouse" children while

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adults tend to business in the church. Children are not allowed on the playground without adult supervision.

4. We have pew hooks available for use for bows, flowers, etc. We ask that you only use the hooks. No adhesives.
5. Cahill United Methodist Church is not responsible for any personal losses, accidents or disabilities. The applicants and their participants shall hold harmless and release the church, its members and employees from any and all liabilities arising out the use of the church facilities. Any damage to the premises during events shall be the responsibility of the renter.
6. Deposit for facility rental is due upon commitment to use the facilities. The remainder is due 30 days before the wedding. This includes any extra fees such as the fees for the organist, wedding coordinator or sound tech coordinator.
7. We asked that all guest kindly remove hats when entering the sanctuary, unless it is a part of your wedding design.

Clean up:

*T*he sanctuary must be cleaned up after the wedding by someone designated by the bride and groom. A deposit is required for clean-up. Failure to clean up will result in forfeiting your deposits. If you so desire, we can provide a clean up crew for you at an additional charge.

Insurance:

*W*e work hard to keep the history of church intact. You are required to purchase to a one-day insurance policy for a minimum of \$1,000,000.00 (one million dollars) The policy will protect you against any damage that may occur while on the grounds of Cahill United Methodist church. If the policy is not purchased within 30 days of the event date, Cahill United Methodist Church has the right to cancel your event. Your deposit will then be forfeited. We have included this payment in your package or may provide your own insurance.

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Security:

*I*f your wedding/reception will extend past 10:00pm, A security guard will be required for a nominal fee. Please ask us for a list of approved security companies.

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Alvarado, Texas 76009

Wedding Date _____ Time _____

Name of Bride: _____

Name of Groom: _____

Address: _____

Phones _____

Rehearsal date: _____ Time: _____

Is reception being held in the CUMC Fellowship hall? _____

Please check if you wish to retain the services of the following staff members of Cahill UMC

Pastor _____ Organist _____ Wedding Coordinator _____

Sound Tech _____

_____ Date _____

(signature of individual responsible)

_____ Date: _____

(Authorization)

Mail or return application and deposit to:

Cahill Wedding team

P.O. Box 24

Lillian, Texas 76061

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Alvarado, Texas 76009

Date of event: _____ Time: _____ AM/PM to
_____ Am/PM

Organization/Patron _____

Address _____

City _____ ST: _____ Zip: _____ Phone: _____

Primary contact _____ Phone: _____

Alternate Contact: _____ Phone: _____

Description of event _____

Facility Requested _____ Fellowship Hall _____ Sanctuary

Anticipated Attendance _____

Fees:

Fellowship Hall:

Deposit \$75.00 Usage fee: \$250.00

Sanctuary:

Deposit \$100.00 Usage fee \$500.00

Security \$TBD based on the company we choose

_____ Date: _____

(signature of individual)

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Deposit \$ _____ Date Received _____

Usage fee \$ _____ -to be paid 30 days before event date

Total due \$ _____

Return Deposit to:

_____ Date: _____ -

(authorization)

Mail or return application and deposit to:

Cahill Wedding Team

P.O. Box 24

Lillian Texas 76009

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*F*acility fees are necessary in order to properly prepare, clean, heat or cool, etc. A deposit is required to reserve the facilities.

Fellowship Hall

Fee: \$250.00 plus \$75.00 deposit

The deposit shall be paid at the time of request for rental. Balance of rental is to be paid in full 30 days before event date.

Fee covers 4 hours for the reception with time starting immediately after the wedding. Additional time can be added for a fee of \$50.00/hr.

Sanctuary

Fee \$500.00 plus \$100.00 deposit

The deposit shall be paid at the time of the request for rental. Balance of the rental fee is to be paid in full 30 days before the event date.

Organist fee \$125.00

Wedding coordinator: \$125.00

Sound Tech Coordinator: \$ 50.00

Clean up deposits \$100.00

Additional hour \$50.00 per hour

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We _____ and _____ have read and agree to the

rules and guidelines stated above. We fully understand that failure to adhere to these rules will result in cancelation of the event and forfeit of our deposit.

Any rescheduling of the event or cancelation will need to be provided in writing 30 days prior to the event. Any rescheduling will be subject to availability. Cancelations after the 30 days will forfeit the deposit of my event.

Absolutely no alcohol or drugs are allowed on the premises. Any guest who brings alcohol or drugs onto the premises will be escorted off the grounds. Anyone in the wedding party, who brings and/or consumes alcohol or drugs while on the premises will be escorted off the grounds. If this results in the cancelation or postponement of my event, then I will forfeit my deposit and fees. No refunds will be given.

Failure to clean up after my event will result in cleaning fee, which must be paid within 30 days of advisement.

_____ Date: _____

Bride

_____ Date: _____

Groom

_____ Date: _____

(authorization)