

Timeline for Weddings at St. Paul's United Methodist Church, Houston

Six Months Prior

When your wedding date is confirmed six months before the wedding, a non-refundable payment in the amount of \$500 for a sanctuary wedding or \$250 for a chapel wedding is due toward the final fees. (See "General Information - Deposits and Fees.")

Three Months Prior

When the Wedding Coordinator tells you who the officiating minister will be, call 713-528-0527 to make an appointment with him or her.

To engage the St. Paul's Choir to sing at your wedding, meet with the Organist/Choirmaster at least three months before the wedding.

Two Months Prior

To plan the music for your wedding if not engaging the St. Paul's Choir, meet with the Organist/Choirmaster two months prior to the wedding.

Begin completing the "Wedding Party and Vendor Information Form."

One Month Prior

Send the completed "Wedding Party and Vendor Information Form" to St. Paul's Wedding Coordinator.

By law, you must obtain your Texas marriage license between 30 and three days prior to the wedding. You must deliver it to the officiating minister prior to or the day of the wedding rehearsal.

Reminder:

Have you met with the officiating minister and the Organist/Choirmaster yet? You must meet with them no later than three weeks prior.

Three Weeks Prior

Call the Wedding Coordinator to determine the final balance, including candles. The balance of the fees is due in the church office 14 days before the wedding date. Mail the check to

St. Paul's UMC
ATTN: Wedding Coordinator
5501 Main Street
Houston, TX 77004

Reminder:

Have you sent your completed "Wedding Party and Vendor Information Form" to St. Paul's Wedding Coordinator?

Day of Rehearsal

Your rehearsal will begin promptly at the scheduled time. To allow for delays, have the wedding party at the church 30 minutes prior to that time. Everyone participating in the wedding, including parents and grandparents, should attend.

Wedding Day

Your vendors and wedding party may not arrive earlier than two hours before the wedding is to begin and must be gone by one and one-half hours after it begins.

Everyone who is scheduled or expected to be in photographs that will be taken prior to the wedding should arrive at the same time as the wedding party.

Bridesmaids should bring necessary items in shopping bags and re-pack them before the wedding begins.

Questions?

Ann Gunn
Wedding Coordinator
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