

FIRST LUTHERAN CHURCH

Wedding Information and Policies

CONGRATULATIONS

We are so excited you have chosen to have this sacred day at First Lutheran Church. We look forward to the opportunity of assisting you in the planning of your wedding.

Marriage is a gift from God, intended for the joy and mutual strength of those who enter it. Jesus affirmed the covenant of marriage and revealed God's own self-giving love on the cross. The Holy Spirit helps those who are united in marriage to be living signs of God's grace, love and faithfulness.

Marriage is also a human estate, with vows publicly witnessed. The church, in worship, surrounds these promises with the gathering of God's people, the witnesses of the word of God and prayers of blessing. Therefore, all that is said and done during the wedding worship services is to the glory of God.

We are so excited to share that with you at First Lutheran Church! This booklet is designed to assist you in making arrangements for your wedding worship service. It is our intent that your wedding be a meaningful, inspiring ceremony, blessed by God, for you and your guests. It includes checklists, arrangements to think about, and fees. The pastor and organist will work with you in selecting music and scriptures appropriate for a worship service.





INITIAL ARRANGEMENTS

- Call the church office to inquire about available dates and set a time to speak with the pastor.
- Remember, the church has many events throughout the year, so have several possible dates in mind.
- Complete the facilities use request form.
- Arrange for premarital counseling, usually three to four sessions, with the pastor. Premarital counseling is required of all couples.
- Arrange for musicians if desired.
- Set a date and time for rehearsal. This may be the night before or earlier on the wedding day.



WEDDING CHECKLIST

SIX MONTHS BEFORE WEDDING:

- Arrange date and time of wedding with the Office Assistant; flcsj302@gmail.com or call 816-232-8378 between the hours of 8:00 a.m. and 12:00 p.m.
 - The called pastor will officiate the wedding. If you would like another pastor to assist, please talk with the pastor at First Lutheran. It is their discretion to do this.
 - Please do not plan a wedding worship service during Lent, Holy Week, Easter Sunday, Thanksgiving Day, Christmas Eve, Christmas Day or New Year's Day.
- Arrange date and time of rehearsal with the pastor; pastorflcsj@gmail.com or call 816-232-8378.
- Arrange premarital counseling with the pastor.
- Contact musicians of your choosing. If you would like to use First Lutheran musicians, please contact Sharon Gray, graysl@missouriwestern.edu or 816-244-4840. If you would like another musician to play the organ, please contact Sharon.
 - As a wedding is a worship service, appropriate music that praises God and the gift of marriage is an expectation.

WEDDING CHECKLIST

ONE MONTH BEFORE WEDDING:

- Prepare the order of the wedding service with the pastor.
- Confirm with the musicians and music.

ONE WEEK BEFORE WEDDING:

- Confirm arrangements with the pastor.
- Confirm arrangements with the church Office Assistant.

THREE DAYS BEFORE WEDDING:

- Bring the checks for fees to the church office during office hours



PRE-MARITAL COUNSELING

Each session lasts one hour.

Session 1: Getting Acquainted

During your first session, couples will talk with the pastor about their relationship. Couples will get to know the pastor as well and begin arrangements for the wedding. At the end of the session, Couples will be given a code to take with them to use for the Prepare/Enrich Inventory. *The cost of the inventory is \$30 and will be paid by the couple at the start of taking the inventory.*

Session 2: Discussing the Prepare/Enrich Inventory:

Couple and pastor will go over the results of the inventory identifying strengths and areas of growth in the relationship. Couples will complete some of the identified exercises in the curriculum.

Session 3: Planning the Wedding Worship Service

We will finish any exercises or conversations not completed at the end of the previous session. Couples will continue to plan with the pastor their wedding service.

THINGS TO CONSIDER

1. First Lutheran Church can seat 250 people in the sanctuary.
2. Do you want bulletins made by the church or would you like to make your own programs?
3. How do you want to enter the church in the processional?
4. Which scriptures do you wish read?
5. Who should read the scriptures?
6. Do you want the congregation to sing one or more hymns?
7. Do you want to write your own vows or have them prewritten?
8. Do you want to use a unity candle or something of the like? Do you want music while you light the candle or do you want a suggested explanation of its symbolism?
9. Do you want to present a rose or flowers to your parents?
10. Do you want to celebrate Holy Communion? If so, do you want everyone to partake in Holy Communion or just the wedding party?
11. Would you like a receiving line?



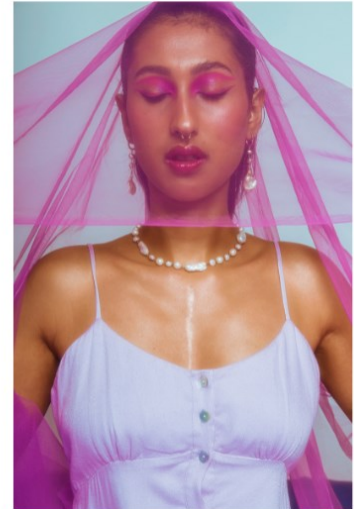
REHEARSAL



A rehearsal is strongly suggested for all weddings. It is usually done the day before the wedding date. All participants in the wedding are expected to attend the rehearsal. Please be **ON TIME**. The pastor will conduct the rehearsal, including specific instructions for all participants in the service. All fees (e.g. Wedding Coordinator, facility, musicians, cleaning, bulletins) *and the marriage license* are due at the rehearsal.

MARRIAGE LICENSE

A Missouri Marriage License costs \$46.00 to \$60.00 depending on the county. The vast majority of counties charge \$51. The Marriage License must be used within 30 days. You can apply for a license at any county's recorder of deeds office. There are no residency-related preconditions to get a marriage license. The marriage license application requires your name, birth surname, date and place of birth, residence, total prior marriages, how and when your last marriage ended, race, highest education level completed, and social security number. If you don't have a social security number, the recorder will have you sign a statement attesting to that fact. Bring valid unexpired government-issued photo ID, such as a driver's license, passport, state-issued ID card, or military ID card.



FACILITY USE

The church must be vacated at a set time after the reception on Saturdays in order to permit building set up time for Sunday. The time is determined by the time of the wedding. Generally, the reception should not exceed four hours.

The use of alcoholic beverages is prohibited at the church or on church property with the exception of wine used for Holy Communion.

There can be no unattended children in the facility at any time. Users are responsible for providing parental or professional childcare. Any damage will be billed to the person or organization using the facility.





BULLETINS

Bulletins, which list the participants and the order of service are available for a fee. The pastor may suggest bulletin covers that are available. Other choices are to be approved by the pastor. After a selection is made and necessary information is provided, the Office Assistant will prepare the bulletins. In order to do so, all information must be provided to the no later than two weeks prior to the wedding worship service.

FLOWERS

First Lutheran Church is not responsible for flower arrangements. Flowers are not placed on the altar.



THROWING RICE, BIRD SEED, ETC.

The throwing rice, bird seed, confetti, and confetti canons are not permitted. First Lutheran suggests flower petals, blowing bubbles or ringing bells.

DECORATIONS

The chancel candelabras are available upon request for a fee.

The paraments (colored altar cloths) of the church season will be used and they will not be changed for a wedding. The colors and seasons are: Blue-Advent (Nov.-Dec.), Purple- Lent (Feb/-April), Green-Ordinary Time (May-Nov), White- Christmas, Epiphany, All Saint's Sunday and Easter, Red-Pentecost Sunday and Reformation Sunday. Please note that dates change so check to make sure of the color. Decorative bows or ribbon may be used on the pews provided that no tacks, pins, staples or tape are used that could mark or mar the finish. Please leave the facility the way you found it.

PREPARATION ROOMS

First Lutheran Church does have rooms available for members of the bridal parties who wish to dress and prepare at at the church.



RECEPTION

The Fellowship Hall is available for receptions. The use of this space falls under a separate facility policy.

FEES



	Members	Non-Members
Pastor	Honorarium	\$200.00
Organist	\$150.00	\$150.00
Soloist	TBD	TBD
Custodian	\$135.00	\$135.00
Sanctuary	Donation	\$500.00
Sound/Streaming Person	\$50.00	\$50.00
Premarital Counseling	\$35.00	\$35.00
Floor Candelabras	\$45.00	\$45.00

The pastor will let you know to whom you will make the checks payable. Please bring payment to the church office at least three days prior to the wedding.

THANK YOU

Again, congratulations on your upcoming marriage. If you have any questions, please contact the pastor at pastorflcsj@gmail.com or the Office Administrator at flcsj302@gmail.com or 816-232-8378.

