



TRINITY LUTHERAN CHURCH

609 Lincoln Avenue - Owatonna, Minnesota 55060 - (507) 451-4520

Wedding Blessings!

We congratulate and celebrate with you on your upcoming wedding. We are glad your faith is important to you and has led you to choose Trinity Lutheran Church as the place for your wedding. The pastoral and support staff at Trinity stand willing and able to help you with all of the important decisions that you will be making. We are here to be of service to you, and celebrate the partnership into which this brings us.

This booklet is designed to help you prepare for your wedding celebration, answer some questions, and outline some steps that are necessary to make your wedding all it can be. Please read this booklet carefully and contact us with any comments or questions as soon as possible.

We look forward to serving you, and we pray, not only for your wedding ceremony, but also for your life together as committed husband and wife.

In the Love of the Savior,

The Pastoral and Support Staff
Trinity Lutheran Church

Rehearsal Date/Time: _____

Wedding Ceremony Date/Time: _____

WEDDINGS AT TRINITY

SOME FIRST STEPS:

The following arrangements should be completed before making further plans for your wedding:

1. SETTING THE DATE AND TIME:

As far in advance of the wedding as possible, call the church office (451-4520 - between 8:00 and 5:00 Monday through Friday) and ask for the secretary who takes care of weddings. She will assist you with reserving the church and determining the date for your wedding.

2. THE PASTOR:

The pastors at Trinity want to help you with your wedding and marriage. Pastors are assigned weddings depending on other scheduled responsibilities. Your pastoral preference therefore may or may not be possible.

If you wish a clergy-person from another congregation to participate in the wedding, you should first consult with the pastor from Trinity who will be presiding at your wedding. If you wish to have a clergy-person from another congregation preside at your wedding at Trinity without one of the pastoral staff from Trinity present, you must clear that with the Lead Pastor at Trinity.

In this wedding packet, you will see "Wedding Information" and "Wedding Music Information" forms. Please complete these and return them to the church office **one month prior to the wedding**. We ask that wedding fees be paid no later than **one month prior to the wedding**.

3. OUR VALUES FOR WEDDINGS AT TRINITY:

Marriage is meant to be a covenant of lifelong faithfulness between a man and a woman, grounded on God's steadfast love. God's amazing faithfulness and covenant to us is our model. (Ephesians 5:21-23)

A marriage celebration is a worship service and should be structured to glorify God through music, word, and sacrament. The pastors at Trinity Lutheran will not perform "walk-in" marriages. A minimum waiting period of one month is required on all marriages.

Any final decisions regarding the worship, music, and liturgy rest with the pastor and organist. Also, the pastor reserves the right to refuse to perform a marriage if he/she feels he/she cannot in good conscience be involved.

4. MUSICIANS:

The organist of Trinity will normally play at all weddings where organ music is desired. **It is the responsibility of the bride and/or groom to contact the organist of the church to schedule the date and discuss the music.** If the organist is not available, the church will recommend another organist who is familiar with our organ.

Should the couple desire another organist, arrangements must be made in advance with our church organist. Before arrangements are made with musicians, please read the section about music in this brochure, and discuss your plans with the pastor.

5. REHEARSAL:

Rehearsals are usually planned if there is music involved, with a processional and recessional, and more than four persons in the wedding party. This time should be arranged with the pastor at the same time the wedding is scheduled. Rehearsals take less than one hour, and are usually held the day or evening before the wedding.

6. THE WEDDING RECEPTION/REHEARSAL DINNER:

Our Kitchen Coordinator will help you with details regarding the rehearsal dinner or reception should you choose to hold it here at Trinity. Contact should be made with her shortly after the date is confirmed. For information on the costs involved with a dinner or reception at Trinity, please refer to the "Fees" section of this booklet.

7. THE LICENSE:

Minnesota Law requires couples to secure a license to marry. It must be applied for a minimum of five working days before the wedding at any Clerk of Court office in the state. Only one person need apply, but he/she must have proof of age for both persons. There is a fee for the license. **The license should be brought to the church office at least one week prior to the wedding.**

PLANNING YOUR WEDDING

1. THE ORDER OF SERVICE:

Sacred Threshold is a book that can help with selecting scripture verses and setting an appropriate tone for your worship service. Copies can be borrowed from Trinity's pastors as you plan your wedding.

The usual order of service is as follows:

Prelude	
Processional	
Invocation	
Welcome	
Prayer	
Scripture Readings	You are encouraged to consult pages 286-291
Music	in the <i>Evangelical Lutheran Worship</i> hymnal for liturgical
Wedding Message	ideas for your wedding.
Marriage Vows	
Exchange of Rings	
Unity Candle	
Music	
Prayers and The Lord's Prayer	
The Marriage Blessing	
Presentation of the Couple	
Recessional	
Postlude	

The wedding service allows for a variety of options. We encourage you to read the service carefully and to discuss together what the service says about marriage. You may wish to modify the service or even construct your own by writing your own vows, prayers, and liturgy. This, of course, should be done in consultation with the pastor.

Assistant ministers or friends may also be used in the service to read the lessons or to assist in prayers. You may wish to invite your parents to lay on hands for a blessing. If you choose to celebrate communion as part of your wedding, it is your responsibility to provide someone to prepare the elements, do the serving, and clean-up afterwards.

2. SOME SUGGESTED SCRIPTURES:

Each wedding ceremony should include at least one scripture reading (most have two, three, or more readings). Please choose scriptures that are meaningful to you as a couple. (If the following scriptures are not what you're looking for, please ask one of the pastors for more ideas.)

Old Testament Lessons:

Genesis 1:26-28	The creation of man and woman
Genesis 2:18-24	Two shall become one
Jeremiah 31:31-32a, 33-34a	God's new covenant
Song of Solomon 2:10-13	Love in the spring
Song of Solomon 8:7	Unquenchable love
Isaiah 63:7-9	God's steadfast love
Psalms 33, 100, 117, 127, 128, 136, 150	God's faithfulness

Gospel Lessons:

Matthew 5:13-16	Salt of the earth and light of the world
Matthew 7:24-29	A house built on rock
Matthew 19:4-6	Faithfulness in marriage
Matthew 22:35-40	The greatest commandment
John 2:1-11	The wedding at Cana
John 15:9-12	Remain in my love
John 15:12-16	Love one another as I have loved you

Epistle Lessons:

Romans 8:31b-35, 37-39	The love of Christ
Romans 12:1-2	A living offering
I Corinthians 12:31-13:13	The greatest is love
Ephesians 5:21-33	Subject to one another
Colossians 3:12-14	Put on love
I John 4:7-19	Living in God's love

3. MUSIC AND THE WEDDING:

Your wedding ceremony is a service of worship. It is a gathering of family and friends, in God's presence, to hear your vows and celebrate your faithfulness to each other and God's faithfulness to you. The music you select should contribute to this spirit of worship, praise, and thanksgiving. The music may be instrumental or vocal, and may be sung as a solo, duet, small ensemble, full choir, or as congregational hymns.

You will need to consult with the church organist first before making any decisions or arrangements concerning music or musicians. The organist has numerous compositions suitable for processions and recessions as well as vocal solos. Please feel free to request music that you would like to have considered.

We recognize musical tastes are diverse. The Trinity staff tries not to make artistic judgments upon others, however, we do reserve the right to refuse any song or music that is inconsistent with the values of a Christian marriage commitment and/or worship service.

4. **CONGREGATIONAL HYMNS:**

The use of a congregational hymn can be most effective by involving the guests as participants in the wedding celebration. Please consider using one of the following hymns from the *Evangelical Lutheran Worship* hymnal, or any others you prefer:

Possibilities for Congregational Hymns

- #539 *"Abide with Us, Our Savior"*
- #883 *"All People That on Earth Do Dwell"*
- #585 *"Hear Us Now, Our God and Father"*
- #867 *"In Thee Is Gladness"*
- #836 *"Joyful, Joyful, We Adore Thee"*
- #802 *"Let Us Ever Walk with Jesus"*
- #631 *"Love Divine, All Loves Excelling"*
- #840 *"Now Thank We All Our God"*
- #858 *"Praise to the Lord, the Almighty"*
- #586 *"This Is a Day, Lord, Gladly Awaited"*

(These hymns are suggested because of their texts and the familiarity of their tunes.)

5. **SOME POSSIBLE VOWS:**

- A. I take you _____,
to be my wife/husband, from this day onward,
to join with you and share all that is to come,
and I promise to be faithful to you, until death parts us.
- B. _____, I take you
to be my wife/husband from this time onward,
to join with you and to share all that is to come,
to give and to receive, to speak and to listen,
to inspire and to respond,
and in all circumstances of our life together,
to be loyal to you with my whole life and with all my being.
- C. I take you, _____, to be my wife/husband.
I promise before God and these witnesses,
to be your faithful wife/husband,
to share with you in plenty and in want,
in joy and in sorrow, in sickness and in health,
to forgive and strengthen you, and to join with you,
so that together we may serve God and others,
as long as we both shall live.
- D. I take you, _____, to be my wife/husband,
and these things I promise you:
I will be faithful to you and honest with you;
I will respect, trust, help, and care for you;
I will share my life with you;
I will forgive you as we have been forgiven;
and I will try with you to better understand ourselves, the world and God;
through the best and the worst of what is to come
as long as we both shall live.

- E. I, _____, take you, _____, to be my wife/husband.
I promise to be true to you in good times and in bad,
in sickness and in health.
I will love you and honor you all the days of my life.
- F. _____, do you take _____ to be your wife/husband?
Do you promise to be true to her/him in good times and in bad,
in sickness and in health,
to love her/him and honor her/him all the days of your life?
- G. I, _____, take you, _____ for my lawful wife/husband,
to have and to hold, from this day forward,
for better, for worse, for richer, for poorer,
in sickness and in health, to love and to cherish, until death parts us.
- H. _____, do you take _____, for your lawful wife/husband,
to have and to hold, from this day forward,
for better, for worse, for richer, for poorer,
in sickness and in health, to love and to cherish, until death do you part?

(Couples are also welcomed and encouraged to write their own vows.)

6. **SET-UP:**

If an aisle runner is desired (100 foot), it is available from various florists.

A unity candle is often desired. The couple is responsible for this candle and the two candles by which it is lit. Our wedding candleholder is designed to fit most sets. Our altar candelabra holds 14 candles. Each aisle candelabra holds three candles and you may use a maximum of six candelabra on each side of the aisle. When air conditioning is used in the sanctuary, you will only be able to use four on each side.

Dripless candles for the candelabras must be purchased from Trinity for \$1.25 each.

Paraments on the altar are to remain in place. Flowers may be placed on stands right next to the altar or on the floor. It is inappropriate to place flowers on the altar.

Please feel free to ask the custodians, florist, or office staff if you have questions concerning decorating the church pews, communion railing, or altar. In order to prevent damage to our sanctuary fixtures, tape or tacks are not used during decorating.

***Also, please be conscientious in cleaning up afterwards in any rooms you use
(lounge, bride's room, kitchen, sanctuary, etc.)***

7. **USHERS:**

A minimum of two ushers (more if more than 100 guests) are necessary to light candles, seat guests, etc. Groomsmen or bridesmaids may be used as additional ushers. Ushers should be mature and responsible.

8. **BULLETINS:**

It is helpful to have a printed program to inform guests of the order of service and the names of the participants in the wedding. You should plan the program with the pastor, and the pastor will approve the final copy. Trinity Lutheran does not provide for printing of wedding bulletins. Please contact a local print shop for this service.

9. PICTURES:

The wedding party should control both the time and the cost of the pictures, not the photographer. **We encourage most pictures to be taken before the wedding**, but the photographic session should be completed at least 30 minutes prior to the service. If taking pictures after the service, please be aware that on Saturday, there is a worship service starting at 5:00 PM. Custodians need one hour to prepare for the evening worship service.

**If you wish to have all pictures taken after the wedding,
please book the ceremony for no later than 1:00 PM.**

Because your wedding is a worship service, we ask that **no pictures be taken during the service**, except for the time exposures from the balcony.

10. VIDEOTAPING

The Trinity AV ministry will capture your wedding on video and provide you with a simple DVD for the cost of \$100 (payable in advance). You are also free to contact a company/person of your choice to videotape your wedding. Please talk to the pastor performing your wedding for more information and details.

11. SOME ADDITIONAL NOTES:

A wedding is a worship service of the church. Participants and guests should conduct themselves accordingly.

Make certain you and your entire wedding party arrive at least ten minutes prior to the rehearsal. (We **WILL** begin on time whether everyone is present or not.)

The lounge and bride's room will be available for the bride and her attendants. You may also utilize the small kitchen attached to the lounge. The groom and groomsmen may use the nursery as a dressing area if needed. Please check all rooms used following the ceremony, to be sure personal items are not left behind and rooms are clean.

Please remind your family and friends not to throw rice, flower petals, or birdseed in the church building or outside of the building. It is hazardous on floors, and difficult to clean up. Smoking and the use or possession of alcoholic beverages on church property is prohibited.

A COUPLE'S CHECKLIST FOR THE CHURCH

- _____ Have you studied this booklet carefully?
- _____ Has the church been confirmed with a specific date and time?
- _____ Have you contacted the minister?
- _____ Has the rehearsal date and time been set?
- _____ Has your entire wedding party and both families been notified of dates and times?
- _____ Has the organist been confirmed for the wedding and rehearsal?
- _____ Has the music for your wedding (organ, soloists, hymns, etc.) been agreed upon?
- _____ Has the premarital workshop been arranged?
- _____ Has the kitchen coordinator been contacted and all arrangements made?
- _____ Have you returned the information sheet and paid your fees?
- _____ Have you returned the sound system information sheet?
- _____ Have you purchased the wedding license and turned it in to the church office?
- _____ Has the florist been arranged with a specific time to decorate?
- _____ Has the custodian been given all necessary details?
- _____ Has the photographer been secured and arrangements for pictures made?
- _____ Has the videographer been arranged, and fees paid if using Trinity equipment?

WEDDING FEE SCHEDULE

(All fees must be paid one month prior to wedding)

Trinity Lutheran Church
609 Lincoln Avenue
Owatonna, MN 55060

The following is a compilation of the financial expenditures that could be involved in a wedding held for a member of Trinity (with or without a reception).

I. Use of Facilities:

Sanctuary	No charge	
Custodial fee	No charge	
Fellowship Hall* (Capacity 200)	\$25.00 (4 hours or less)	\$35.00 (5-8 hours)
Fireside Room* (Capacity 100)	\$15.00 (4 hours or less)	\$20.00 (5-8 hours)
Lounge (Capacity 30-45)	\$15.00	

*Add \$15.00 if including kitchen

NOTE: The fee for the use of the Lounge is charged only if the Lounge is used following the wedding. There is no charge for the bride to use the dressing room and lounge for preparation prior to the wedding ceremony.

II. Professional Fees:

Pre-marriage workshop	\$80.00 (payable to LSS)
Kitchen Coordinator	\$25.00 (for receptions or rehearsal dinners held at Trinity)
Musicians:	
Church organist	\$125.00
Church soloist	\$100.00
(or you may make other arrangements)	
Pastoral honorarium	\$150.00
Videotaping/DVD	\$100.00 (if done by Trinity)

All professional fees are payable one month prior to wedding date.

III. The Marriage Service:

The last scheduled wedding allowable on a Saturday afternoon is no later than 2:30 p.m. This allows the Altar Guild, custodian, and any other people involved to adequately prepare for Saturday evening worship.

IV. Preparing for the Rehearsal Dinner or Reception:

PLEASE CONTACT THE KITCHEN COORDINATOR AS SOON AS POSSIBLE to help organize your rehearsal dinner or reception at Trinity. The Kitchen Coordinator fee is for consultation concerning use of kitchen facilities.

V. **Wedding Party Responsibilities for Rehearsal Dinner or Reception:**

All food catered to church already prepared and ready to serve.

Providing coffee, punch ingredients, paper/plastic products as needed.

Preparing place settings at tables.

Waitresses for serving, clearing, dishwashing, and cleanup in kitchen and in reception room.

Any decorating done in the reception room.

Person(s) to cut and serve cake.

Person(s) for serving coffee/ punch.

Please leave dish towels (if used) for Kitchen Coordinator to launder.

All charges are due and payable **one month in advance** of the wedding, and may be determined with the Kitchen Coordinator and the church office staff.

Trinity Lutheran Wedding Music Information

Couple's Names: _____

Wedding Date and Time: _____

Phone Number: _____ Rehearsal Date and Time: _____

Pastor: _____ Organist/Pianist: _____

Please check all instruments being used during the ceremony:

Organ _____ Piano (balcony) _____ Grand Piano (front) _____

Others (please specify): _____

List all vocalists and the location where they will be singing from (balcony or front):

Please list any other microphone or sound system needs that you might have:

If you have any other questions or comments, please contact Trinity.