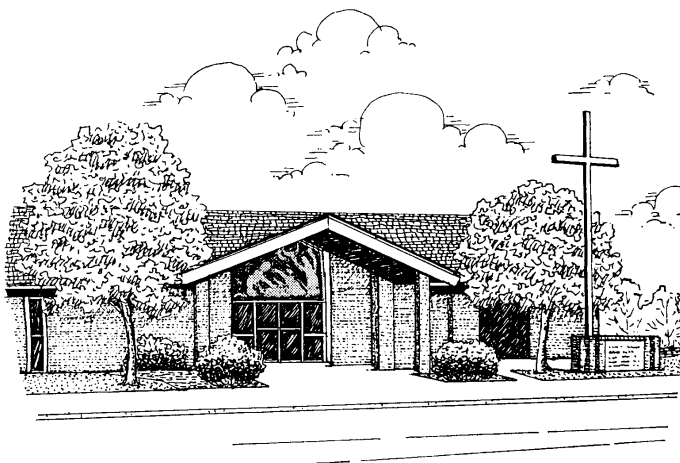


Wedding Manual

Good Shepherd Lutheran Church
Lutheran Church—Missouri Synod

640 Minaret Avenue
Turlock, California 95380
(209) 667-7712
www.gslcturlock.org



Marriage is the uniting of two individual lives. God has established that “the two shall become one!” Marriage is God’s idea. Therefore, the wedding service is not just a ceremony, it is a worship service.

It is your decision to have your wedding in a church. We gather in a church to rejoice over God’s gift of marriage and to ask His blessing upon you as ones united by His hand of grace.

The day is very special to you as bride and groom. It is my desire to help make your day one which will have a great impact upon your lives. I believe God will bless you as you honor Him. You and I will work at providing a special worship service for your guests.

This booklet is designed to help you understand the policies and procedures of our congregation. The policies are set by the Elders.

A couple, who is living together before marriage (cohabitation), needs to talk with me before further arrangements can be made.

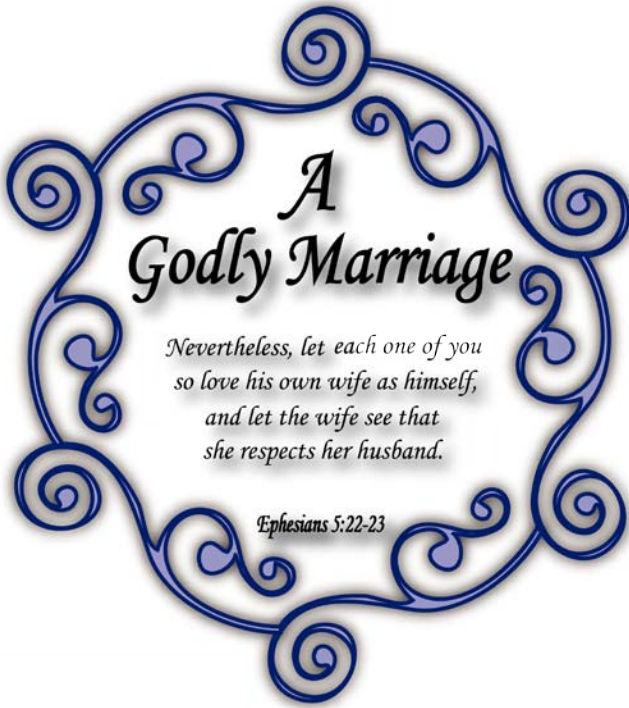
May God guide your thoughts and desires throughout the exciting time of preparation.

Pastor Ronald A. Youngdale
Approved 8/09 as revised

Premarital Counseling

Pastor Youngdale will meet with every couple for six, one hour sessions. These sessions should begin as early as possible, at least two months, before the wedding day. Couples who have not decided about marriage may seek premarital counseling to help them make such a decision. **The last session should be completed no later than two weeks before the wedding date.**

1. You will be asked to complete two analysis instruments:
 - Prepare (\$35.00 check, payable to “Life Innovations”)
 - Myers-Briggs Type Indicator
- or -
Taylor-Johnson Temperament Analysis
2. **BEFORE** the first session each person is to write out 12 reasons why he/she wants to marry the other person and 12 indications why now is the time in life to marry. (Please do not share your responses with each other until the first session.)
3. You will be asked to complete **10 Great Dates Before You Say “I Do”** by David & Claudia Arp. (Cost \$11.00)
4. It is expected the couple will regularly attend worship services at Good Shepherd.



A Godly Marriage

*Nevertheless, let each one of you
so love his own wife as himself,
and let the wife see that
she respects her husband.*

Ephesians 5:22-23

Wedding Details & Policies

Wedding Date and Time

The wedding date and time must be arranged with the Pastor and Wedding Coordinator. A Saturday evening wedding can **BEGIN** no later than 7:00 p.m. A Saturday evening wedding and reception, if held at the church, must be concluded by 10:00 p.m. A Sunday wedding cannot **BEGIN** before 3:00 p.m. Non-members, the date and time will be reserved only after the facility use deposit has been received by the wedding coordinator.

Rehearsals

Rehearsals are conducted by the Wedding Coordinator. Every person involved in the wedding should attend the rehearsal. A rehearsal lasts approximately 45 minutes. The couple and the Wedding Coordinator will have worked out all details **BEFORE** the rehearsal.

Wedding License

The wedding license is obtained at 1021 I Street, Modesto, (525-5250). A marriage ceremony **CANNOT** be performed without this license. The license is valid for 90 days. It should be given to the Wedding Coordinator at least one week before the wedding.

Music

All music during the service is to be appropriate to Christian worship. Worship is joyful, directed to God, Christ-centered, and filled with God's Word. The music is to focus our attention upon God and upon His Word. A congregational hymn is appropriate.

All music desired for the worship service is to be discussed with the Pastor before final plans are made.

Musicians

Organists from Good Shepherd may be able to play for the service. If they are not available, it is up to the couple to acquire an organist.

The use of a vocalist or an instrumentalist adds to worship. Discuss all such music with the Pastor.

If you decide to use recorded music in the service, you will need to secure one of our sound system technicians for the rehearsal and service. The wedding coordinator has the fee schedule.

Wedding Attire

Most wedding attire is appropriate. Whatever is worn should be proper for a worship setting in God's House.

Altar & Chancel Furnishings

The altar and/or chancel furnishings may not be moved. The altar paraments (colored altar cloths reflecting the day of the church year) may not be changed.

The two hanging banners in front may be changed. You are responsible for changing the banners for the service and for changing them back after the service.

Photography

Posed pictures can be taken before or after the service. Photography during the service is allowed in the Balcony, Overflow Room, or from the rear of the sanctuary. **NO FLASH PHOTOGRAPHY IS ALLOWED DURING THE SERVICE.**

A video recorder can be operated during the service in the Balcony or from the rear of the sanctuary. An unmanned video camera on a stand may be set up in the chancel area.

Only two people are allowed in the Balcony during the wedding for photography and/or video recording.

Candles

The altar candles will be lit during the service. Any additional candles must be discussed with the Wedding Coordinator. **ALL CANDELABRA MUST HAVE PLASTIC PLACED UNDERNEATH BY THE DECORATORS.** Candles which are set in the Nave, where the people sit, must be appropriately anchored to the pews.

Unity Candle

The Unity Candle is a set of three candles. Before the service the two outside candles are lit to symbolize the two individual lives. During the service the bride and groom light the center candle from the two outside candles and extinguish the outside candles. The Unity Candle symbolizes that two individual lives become one in marriage (Genesis 2:24).

A Unity Candle is available for use on the altar. It will sit between the Epistle candle (on the right side) and the Missal stand. If you want a free standing unity candle, you can discuss that with a florist or rental place.

Flowers and Decorations

Flowers may be placed in the Chancel area on the two Credence shelves. Two different sets, of vases are available for use. Flowers may not be placed on the Altar. Other floral arrangements and decorations may be placed according to the directions of the Wedding Coordinator. Bows placed on the pews are to be attached with masking tape. All decorations should be completed two hours before the service begins. If it is desired for the flower girl to drop petals, they must be silk petals.

Wedding Worship Folders

The church provides worship folders for all weddings. The total cost is \$10.00 per hundred. Other folders can be used, if desired. All folders need to include: "We ask that there be no flash photography during the service".

Honorariums/Fees

The Wedding Coordinator will discuss honorariums and fees with you. A schedule of fees will be given by the Wedding Coordinator. All fees **MUST** be paid at the last consultation with the Wedding Coordinator, which is usually one week before the wedding.

Rice Throwing

It is not permitted to throw anything (rice, birdseed, marshmallows, etc.) inside or outside the church. Blowing of soap bubbles is not permitted inside the church.

No Smoking Policy

Smoking is **not** permitted anywhere inside the church building. If you desire to smoke, please step outside.

No Alcoholic Beverages

Alcoholic beverages are **not** permitted anywhere on church property.

Reception

Many things which are not appropriate during a worship service may be appropriate for the reception. Remember, you do not have to spend a great deal of money to have an enjoyable reception.

General Information About Church Facilities

- The seating capacity of the Nave is 311. Folding chairs are available, if needed.
- There are 11 pews on each side of the aisle.
- The seating capacity of the Overflow Room is about 20-30.
- The seating capacity of the Social Hall is 445 for standing purposes, 210 for sit down dining.
- A Bride's Room is available.
- A kneeler is available.
- Stands are available for other floral arrangements.
- Stands are available for the Guest Book.
- Aisle runners can be rented from a florist. The aisle is 45 feet long.
- Church furniture cannot be moved.
- Banners are available for use. If special banners are desired, the family is responsible to change them and to replace the banners after the service is over.
- The Social Hall is available for a reception. The church has some of the necessary equipment available.
- **ALL DECORATIONS/ITEMS PLACED IN THE NAVE OR THE SOCIAL HALL FOR DECORATION AT A WEDDING MUST BE REMOVED BY THE FAMILY BEFORE THE NEXT DAY.**
- A deposit for use of the facility will be refunded in full after the wedding service, as long as all rules and regulations have been observed.

Non-Member Deposit and Facility Use Fees

Non-members who use our facilities are responsible for these additional fees:

- ◆ Deposit - \$150.00
- ◆ Nave/Sanctuary Fee - \$150.00
- ◆ Social Hall Fee - \$100.00
- ◆ Social Hall Fee with tables and chairs - \$125.00
- ◆ Social Hall and Kitchen Fee - \$150.00

Note: The facilities are available to non-members for a wedding with the approval of the Pastor. The appropriate DEPOSIT must be given to the Wedding Coordinator before the church can be reserved and the date placed on the Church calendar. All facility use FEES must be paid at the last consultation with the Wedding Coordinator, which is usually one week before the wedding.

The DEPOSIT will be returned after the wedding provided all rules have been observed and no damage to the facilities has occurred.

The following are maximum use times:

- ◆ rehearsal, one (1) hour
- ◆ wedding, four (4) hours
- ◆ reception, four (4) hours

The Wedding Coordinator

The position of Wedding Coordinator has been established to oversee many of the responsibilities involved in preparation for a wedding worship service. She will work under the supervision of the Pastor and with the couple. She will help in as many ways as possible before and during the wedding in order that the worship service will be an enjoyable event. She is to be contacted by the couple before a date can be set. The following provides an overview of her role in planning and implementing a wedding.

The Wedding Coordinator will:

- ◆ reserve the Nave and Social Hall, as needed.
- ◆ advise about the availability of organists.
- ◆ handle completion of the marriage license.
- ◆ coordinate use of flowers, candles, and other items of decor in the Nave/Sanctuary. Fire codes limit use of candles.
- ◆ coordinate needs with florist, photographer, musicians, etc.
- ◆ inform the couple about the options for the procession, placement, and recession of all attendants.
- ◆ conduct the wedding rehearsal.
- ◆ discuss dressing room needs with the couple.
- ◆ see that all church policies are observed.
- ◆ prepare for the worship service. (Set air conditioning, heating, lights, candle lighters for acolytes, worship folders, amplifier and microphones, etc.)
- ◆ contract a custodian.

- ◆ inform each person in the wedding party of his/her responsibilities during the worship service. This will be done at the rehearsal and on the day of the wedding.
- ◆ work through the enclosed wedding check list with the couple and assist as needed.

Wedding Check List

- Set dates for wedding and rehearsal with Wedding Coordinator and Pastor. Complete Wedding Form, which is in this manual. (For non-members, the **facility use deposit** must be received before facilities can be reserved.)
 - Wedding Date: _____
Time: _____
 - Rehearsal Date: _____
Time: _____
- Discuss and set premarital counseling dates with the Pastor. The six sessions should be completed at least two weeks before the wedding.
- Meet with the Wedding Coordinator.
- Contact organist. (Note: Music is to be reviewed with the Pastor.)
- Contact other musicians. (Soloists or instrumentalists)
- Plan for rehearsal dinner.
- Decide on size and formality of wedding.
- Select a reception site and reserve

- Select florist

- Select photographer

- Select caterer

- Select all attendants and inform Coordinator of names on the **Wedding Worship Folder Information** sheet.
- Order/reserve wedding attire.
- Register at local stores:

- Select invitations and order.
- Send invitations. (It is proper to formally invite those involved with the wedding, including the Wedding Coordinator and the Pastor.)
- Select gifts and/or thank you cards for attendants and others in the wedding.
- Select wedding ring(s).
- Obtain the marriage license at least one week prior to the wedding date and give to the Wedding Coordinator.
- Take care of any name/address changes on driver's license, bank accounts, charge accounts, etc.
- Pray daily about the wedding and your marriage.

THE WEDDING WORSHIP SERVICE

of
[names]
[date]

- Processional
- Invocation
- Hymn
- Scripture Readings
- Message
- Hymn
- Gift of Marriage
- Declaration of Intent
- Vows
- Exchange of Rings
- Declaration
- Word of Witnesses
- Unity Candle
- Hymn
- Blessing for the Couple
- Prayer/Lord's Prayer
- Benediction
- Recessional

WEDDING PARTY

- Maid of Honor:
- Bridesmaids:

- Best Man:
- Groomsmen:

- Flower Girl:
- Ring Bearer:
- Candle Lighters:

- Parents of the Bride:
- Parents of the Groom:

- Officiant:
- Organist:
- Soloist:
- Greeters:

**NOTE: WE ASK THAT THERE BE NO FLASH PHOTOGRAPHY
DURING THE WORSHIP SERVICE.**