



# Wedding Information

*“But from the beginning of creation, ‘God made them male and female’. For this reason a man shall leave his father and mother and be joined to his wife, and the two shall become one flesh. So they are no longer two, but one flesh. Therefore what God has joined together, let no one separate.” Mark 10:6-9*

## INTRODUCTION

The congregation and staff of Grace Lutheran Church extend to you our warmest congratulations and best wishes for your wedding. Your wedding ceremony is a sacred occasion with great spiritual significance celebrating your love for each other and your love for Christ, who has brought the two of you together. We rejoice that you are considering using this holy and beautiful place of worship for your wedding.

This information is designed to promote the sanctity of the ceremony while providing logistical understandings in making your wedding a special and meaningful time. Please read this information carefully and contact us with any comments or questions as soon as possible. It is the responsibility of the bride and the groom to become familiar with these guidelines and see that the wedding party, family members, florist, caterer, photographer, musicians, guests and all others who may be part of this special day observe them.

The pastoral and support staff at Grace 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. Should you decide to have your wedding at Grace, you will receive a complete Wedding Guide upon scheduling of the wedding and payment of deposit.

## MAKING ARRANGEMENTS

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

### SETTING THE DATE AND TIME

As far in advance of the wedding as possible, call the church office (507 - 345 - 4248) Monday–Thursday between 8:00 a.m. and 5 p.m., or Friday between 8 a.m. and noon. Ask to speak with the Communications Director who will assist you with reserving the church and determining a date and time for your wedding.

### THE PASTOR

Schedule a visit with the Pastor as soon as possible after clearing the date for your wedding. The Pastor will normally schedule four 2-hour pre-marriage counseling sessions with you.

A marriage celebration is a worship service and should be structured to glorify God through music, word, and sacrament. Any final decisions regarding 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.

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

## WEDDING COORDINATOR

All weddings performed at Grace must use a Grace wedding coordinator. When possible a meeting should be completed with the wedding coordinator prior to the pre marriage sessions with the Pastor. The wedding coordinator takes care of the facility preparation, securing staff resources, instructing the wedding party and overall managing the event. If you have an outside wedding coordinator, that person must work with the Grace wedding coordinator. The Grace wedding coordinator is present at the rehearsal and onsite on your wedding day.

## THE MARRIAGE 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 two weeks prior to the wedding**.

## ORGANIST

It is the responsibility of the couple to contact the organist of the church to schedule the date and discuss the music. This contact should be at least four to six months prior to the wedding. It is imperative to also plan to meet with the organist for the purpose of choosing the processional, recessional, and vocal solos. If you desire an organist other than Grace Lutheran's, approval from the lead organist is required prior to making arrangements.

## OFFICE INFORMATION

After speaking with the office, you will receive a Wedding Information Sheet to complete and return with your deposit (\$100) to reserve the agreed upon date; and your contact information will be given to a Wedding Coordinator. It is important that you schedule EVERYTHING well in advance of your wedding date, including when you will decorate, as other activities may be taking place at the church during this time. Be sure rehearsal and wedding times/dates are reconfirmed with the Church Office and the Wedding Coordinator **at least 1 month prior to your scheduled wedding**.

## WEDDING COSTS

Sanctuary Wedding	Space Use	No Fee	Seats 350 - 400
Chapel Wedding	Space Use	No Fee	Seats 50
Wedding Coordinator	(price dependent upon expectations)	\$150	Minimum fee
Pastor	Honorarium	\$150	
Custodian	Wedding (approx 5 hrs)	\$100	
Custodian	Wedding and Reception (approx 8 hrs)	\$175	
Vocalist / Musician	Set by individual		
Organist / Pianist	Set by individual		
Technology Support	Setup and Soundboard	\$25/hr	
Reception	Honorarium to GLC Women	Dependant on # served	

\*A deposit of \$100 is required to reserve your wedding date. If the wedding is cancelled more than 6 months in advance of the reserved date, all of the deposit will be refunded. If cancelled within 6 months of the wedding the deposit is nonrefundable.

**All fees are due payable to Grace Lutheran Church a minimum of two weeks before the wedding. The office will process and generate payment via check for the individuals above where a fee is indicated. Please note: while the organist/pianist, soloist/musicians payments are also due at that time, the couple is responsible for generating the check to each of these individuals.**