

POLICY FOR CHURCH WEDDINGS
Trinity Evangelical Lutheran Church
East Berlin, Pennsylvania

The Christian Marriage service is a worship service within which a man and a woman promise faithfulness to one another and commit to a shared life until death parts them. The following guidelines are intended to assist couples who are planning a wedding in the church. If you have any questions, you should contact the pastor or the church office at **717-259-9125**.

- 1.** It is expected that either the bride or groom will normally be a member of the congregation. Exceptions must be recommended by the pastor and approved by the council. Both the bride and groom must attend worship at Trinity a minimum of three times prior to the wedding date. Exceptions may be granted by the pastor if there are extenuating circumstances.
- 2.** The couple should contact the church office at the earliest possible time to determine the availability of the church and the pastor on the wedding date desired. The couple will plan the wedding service in consultation with the pastor and church organist. All aspects must be appropriate for a Christian wedding service.
- 3.** Pastors other than the pastor of this congregation may be involved in a wedding at the discretion of the pastor of Trinity and by his or her invitation.
- 4.** It is normally expected that the church's organist will be the organist for the wedding. As soon as the wedding is scheduled, the couple should contact the church's organist to determine availability. If the couple desires to have a different organist play for their wedding, they must have their organist approved by the church's organist, who is responsible for the instrument. If the church's organist is not available for the date chosen, it will be the responsibility of the couple to secure the services of an appropriate substitute. Music chosen for the wedding should be appropriate for use in Christian worship. The organist will meet with the wedding couple to select music for the service and will guide the couple in determining the appropriateness of the music. If the couple desires to have special music performed, either vocal or instrumental by musicians other than the organist, the music must be approved by the organist. The organist must have the music at least **one month** prior to the wedding date to properly prepare for the accompaniment of the soloist.
- 5.** The wedding couple should contact the pastor **three months** prior to the wedding date to schedule the required pre-marital counseling sessions. A minimum of three such sessions plus the wedding rehearsal are required with both members of the couple in attendance. During these sessions, the marriage service will be planned and the dynamics of a Christian marriage will be discussed.
- 6.** The church will provide a wedding bulletin for the service. All information for the bulletin shall be submitted to the church secretary at least **two weeks** prior to the wedding date. The couple may select from an array of bulletin covers kept in stock by the church. If

they desire to use a different bulletin cover, the church office will print them if the couple provides them to us. The couple is also free to have their wedding bulletin printed elsewhere if they so choose but the cover and content must be approved by the pastor prior to printing, and the bulletin costs in such a case will be covered by the couple.

7. The church will provide the altar candles. Chancel paraments **may not** be changed for a wedding. Any seasonal decorations that are in the sanctuary at the time of the wedding must remain in place. (e.g. – Lenten or Christmas decorations).

8. Pennsylvania State Law requires a Marriage License be issued to the couple seeking marriage. Said license shall be given to the presiding pastor **no later than the rehearsal** to allow time for examination, preparation, and signature.

9. If the bridal party and/or the groomsmen are dressing at the church, they are asked to remove their belongings from the rooms that they use as soon as the wedding is over in order that the housekeeping can be done for the next day's use. Trinity is not responsible for lost or stolen property. **Please do not leave valuables unattended.**

10. The wedding couple may choose to use a white aisle runner for their service; however, the church does not provide one. Aisle runners should be obtained from the florist.

11. We welcome photographers and video-graphers to record the service. However, we want to preserve the integrity of the worship experience by having them be inconspicuous. **We do not allow flash photography during the service.** The photographer may only take flash photographs of the processional and recessional. Once the processional is completed, we ask that photographs and videos be taken from the rear of the church using available light. Scenes from the wedding can be recreated for flash photographs after the wedding.

12. The use of bird seed is permitted as the couple leaves the church as long as care is taken to limit the use to the exterior of the building. **Rice or confetti is not permitted.**

13. No alcoholic beverages are to be consumed in the church building or on the church parking lots. No smoking is allowed in the church building or at the entrances.

14. Fees:

A. Use of Sanctuary - by a non/inactive member with Council approval - \$200.00 (no Annex or Kitchen)

B. Organist - \$125.00 which includes one rehearsal with a soloist or ensemble. There is a fee of \$25.00 for every additional rehearsal.

C. Secretary – Non-active members - \$50.00

D. Pastor - \$150.00 (includes 3 pre-marital meetings).

Payment must be made one month prior to the wedding date.

15. Cell phones **may not** be turned on during the wedding ceremony.

This policy was approved by the Church Council on August 14, 2014.

ACCEPTANCE OF WEDDING POLICY

We have read the Wedding Policy of Trinity Lutheran Church in Full. We understand it and agree to abide by it.

Bride: _____

Groom: _____

Date: _____

Wedding Date: _____

