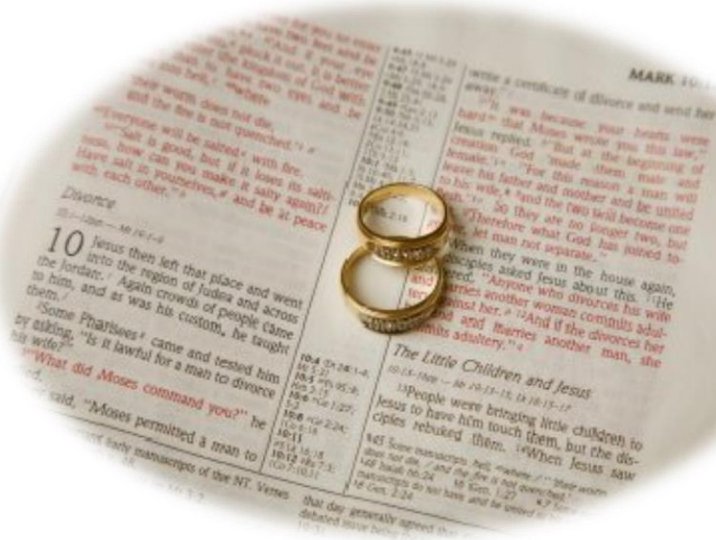


# Your Marriage Commitment



St. Mark's Lutheran Church  
Wedding Policies Handbook



## Preparing for Marriage at St. Mark's Lutheran Church

St. Mark's Lutheran Church places a high value on your marriage with a commitment to the strength of family:

We are committed to growing strong families of various types by including solid marriage preparation, growth oriented activities to build strong marriages and families, support for those marriages and families that are struggling, and recovery activities for those families suffering the pain of splitting apart.

We value our youth and children by providing a safe environment, quality Christian educational opportunities and the spiritual development of the whole family that leads to making disciples of Jesus Christ.

We believe that we have a responsibility to you and your marriage. We simply cannot fulfill this responsibility outside of your commitment to St. Mark's. (Hebrews 13:17)

# Standard Fees

## Officiating Pastor ----- At your discretion

- There is no set fee for Pastor Salminen. If you would like to give a gift, please make checks payable to Pastor Salminen. This can be given to him or the Ministry Coordinator at any time before the ceremony.
- If your wedding will take place somewhere other than the church, it is your responsibility to take care of Pastor's travel and lodging. This should be negotiated directly with him.

## Administration/Building Use Fee----- \$50

- This fee covers fees incurred by the church in preparation for your wedding including office, janitor and set up staff, printing costs, etc.
- This should be paid to St. Mark's Lutheran and given to the Ministry Coordinator at any time before the ceremony.

## Emmanuel Organist/Pianist ----- \$100 +

- Organist/Pianist fees are negotiated with organist. They usually begin at \$100 and increase with additional responsibilities such as soloists or extra rehearsals.
- Organist fees can be paid directly to the organist and may be given to him or the Ministry Coordinator at any time before the ceremony.

## Building Use Deposit ----- \$50

- This deposit will not be cashed and returned to you within ten days after the ceremony if not used for additional expenses such as extra clean up or repairs.

# The Ministry (Wedding) Coordinator

## Before the wedding ...

- The Ministry Coordinator will meet with you after your initial appointment with Pastor to go over the wedding and building policies and procedures.
- She will be available to answer your questions between that meeting and the day of your wedding concerning details.
- She will help plan and execute the printing of bulletins, coordination of decorators, florists, photographers, etc. and everything else!

## During the rehearsal and ceremony ...

- The Ministry Coordinator will open the church 15 minutes before the rehearsal, assist with rehearsal, and close the church 15 minutes after, unless other pre-arrangements are made.
- The building will be open two hours before the ceremony, unless other pre-arrangements are made.
- The Ministry Coordinator will assist during the ceremony with photographers, sound, timing, etc.

## Following the ceremony ...

- The building will be closed one hour after the ceremony, unless other pre-arrangements are made.
- The Ministry Coordinator will reset the sanctuary and other rooms in preparation for the next event.

**Additional Ministry Coordinator responsibilities may be negotiated ahead of time, but also may result in the loss or partial loss of the deposit.**

# Pre-Marriage Checklist

- ☐ Contact Pastor Salminen for approval of wedding and rehearsal dates and times.
- ☐ Receive “Your Marriage Commitment” booklet and application.
- ☐ Complete the application and turn it in with your \$50 Administration/Building Use fee to the Ministry Coordinator.
- ☐ Meet with the Ministry Coordinator and begin planning.
  - Meeting Date: \_\_\_\_\_
- ☐ Meet with the Organist, and begin planning.
  - Meeting Date: \_\_\_\_\_
- ☐ ☐ Complete the Pre-Marriage counseling sessions with Pastor.
  - Counseling Date: \_\_\_\_\_
  - Counseling Date: \_\_\_\_\_
  - Counseling Date: \_\_\_\_\_
  - Counseling Date: \_\_\_\_\_
  - Counseling Date: \_\_\_\_\_
  - Counseling Date: \_\_\_\_\_
- ☐ Be sure your wedding bulletin is at the church office **one month** in advance for review, approval, editing and printing.
  - Bulletin Due Date: \_\_\_\_\_
- ☐ Deliver the marriage license.
  - *This is required to be delivered to the Church Office during office hours **the week prior** to your wedding.*
  - License Due Date: \_\_\_\_\_

# Why is such a thorough marriage preparation necessary?

## Take a look!

Each year a million children are born to unmarried parents. Another million annually see their parents divorce. Some 15.8 million children are now living with a single parent.

Sixty percent of second marriages fail. Second marriages break apart more quickly than first marriages. About 40% of children will see their parents divorce by age eight, and half will see a second pair of parents divorce by age eighteen.

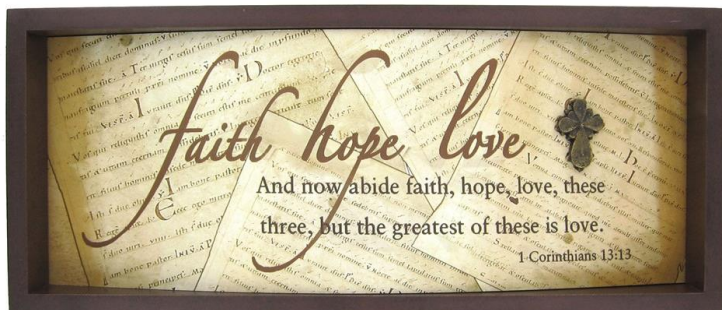
In only 10% of couples do both husband and wife reconstruct happier, fuller lives ten years after divorce.

Children suffer financially, emotionally, intellectually, physically, and spiritually from divorce. Often these effects are long term and impair a child's ability to form lasting attachments to the opposite sex.

Is there a way to break a divorce culture? Yes, there is!

Part of breaking the divorce culture is good preparation.

## We care about you and your marriage!



# Ten Ways to Increase the Success of Your Marriage to over 95%

1. Both are committed to believers in Jesus Christ
2. Over 20 years old
3. Dating for 18 months or more, at least four months at a friendship level
4. At least six month engagement
5. Limit your time alone together, with clear boundaries for physical contact
6. Commit to chastity
7. Live in separate households
8. Use a relationship inventory

*If you are living together...*

We recognize that many couples choose to live together before marriage. Our concern is for you to build a strong and fulfilling marriage. A University of Wisconsin study of 12,000 couples shows that couples living together have an 85% relationship failure rate and their divorce rate doubles to 75%. We welcome the opportunity to look at your living arrangement with you and strive, together with you, to reach your goal of a joy-filled relationship.



# Officiating Pastor

The pastor of St. Mark's Lutheran Church must officiate at your wedding ceremony.

Please call the church office to speak to Pastor Salminen. After meeting him, he will approve your wedding and you will need to discuss with him the marriage preparation requirements.

## Wedding Service Music

Musician/soloist arrangements are to be made by the wedding party, but must be approved by our organist and/or Ministry Coordinator.

The fees are to be paid directly to the musicians unless other arrangements have been made. Give them to the Ministry Coordinator at rehearsal.

The service in which your wedding takes place is a public worship service of this congregation. This time during your wedding day is an occasion for you to share with your family and friends the love which Christ has for each of you individually and His love which unites you as a husband and wife. All that takes place during this service – words, music, actions – should underscore and support this particular theme. Certain songs or music may be important to your relationship, but may not carry the central message of the service. Such songs or music may be better reserved for the reception or another time of the day.

Oversight of music in the service is the responsibility of the Pastor. Early in your planning you should contact him and schedule a meeting to discuss the music for your wedding. He can also assist you in planning for and securing vocal soloists and instrumentalists should you wish to use them.



# Photographer

**Photography arrangements are to be made by the wedding party.**

The church will be opened 1½ hours before your wedding for your convenience. The church needs to be vacated within two hours from the beginning of your wedding ceremony. If pictures are taken before the service, no photos are to be taken in the sanctuary later than ½ hour before the service begins. There will be an additional \$20/hour fee if more time is needed. *This needs to be scheduled in advance with the Wedding Coordinator.*

There are to be no photographs taken during the ceremony that require a flash or an interruption to the service. This policy does not include the pictures taken in the aisle before and after the ceremony begins and ends. The photographer may use flash during the processional standing to more than approximately 1/3 of the aisle distance from the rear of the sanctuary.

Photographs may be taken from the rear of the sanctuary or some other area hidden from the view of the congregation during the ceremony without a flash. Videos are allowed to be taped from the rear of the Sanctuary. The technician is not permitted on the platform. It is to be done from either side and hidden from view.

Guests are not allowed to take pictures or to videotape during the service unless they have been given permission to do so in accordance with these guidelines.

**Please inform your photographer of these policies.**

# Florist/Decorations

**Florist arrangements are to be made by the wedding party.**

The church will be opened two hours before your wedding for your convenience. There may be an additional fee if the building needs to be opened earlier. *This needs to be scheduled in advance with the Ministry Coordinator.*

You will need to remove all decorations/flowers/plants upon vacating the building after your wedding/reception. We are not responsible for any decorations or furnishings left on the church premises by either the florist or the bridal party and their guests.

Tacks, nails, or screws of any kind are *not* to be used to secure decorations. A non-marring tape is suggested.

Any candles used must be spring loaded and dripless.

**Please inform your florist of these policies.**



# Sample Marriage Service

The RITE of HOLY MATRIMONY

for

\_\_\_\_\_

& \_\_\_\_\_.

PRELUDE

PROCESSIONAL

INVOCATION

MATRIMONY ADDRESS

READINGS

SERMON

EXCHANGING of VOWS

EXCHANGING of RINGS

PRONOUNCEMENT of MARRIAGE

UNITY CANDLE

PRAYERS

BENEDICTION

RECESSIONAL

POSTLUDE

*Please refrain from flash photography.*

# Building Information

- Our sanctuary is regularly arranged to seat 150. Any rearrangement of chairs must be coordinated with the Ministry Coordinator prior to the ceremony.

You are more than welcome to bring your own runner and unity candle holder. Please coordinate prior to the ceremony.

- If there will be a wedding bulletin at your service, whether printed at the church office or an outside printer, Pastor and/or the Ministry Coordinator must review it before final printing.
- Guests are asked not to take pictures during the ceremony.
- Rice, fresh rose petals, and bird seed are not allowed in or around the building.

All things should be conducted in a fashion to glorify God. Therefore, smoking, alcoholic beverages, rock bands, or running in the building is not permitted. Alcoholic beverages are not allowed anywhere on the church grounds.

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# Notes

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The Rev. Dr. Bryan R. Salminen  
Drsal\_123@yahoo.com