

**Wedding Planner**  
**FIRST LUTHERAN CHURCH**



623 Kasan Ave

Volga, South Dakota 57071

(605) 627-9418

Revs. Dan & Laura Overbo, Pastors

February 2018

Dear Bride & Groom:

Congratulations on your upcoming wedding! The wedding you are planning should be looked upon as a very special time of growth in your relationship. And, for you, it should be an occasion of great joy, and of profound religious and spiritual significance. Whether you are asking to be married in the church or outdoors among God's creation, it is our intention to help you as much as possible. Our aim is to assist you in preparing for your wedding. We hope your service will be meaningful, joyful, and yet reverent and respectful of what the Church proclaims and teaches regarding the Rite of Holy Matrimony, marriage, and family life. With that in mind, the attached guidelines are provided to assist you in your preparations.

May God's blessing be upon you in these exciting days ahead, and may the Holy Spirit guide you as you make your wedding plans and prepare for your life together!

Please get in touch with the pastor as soon as possible. Please also let the pastors know if you are planning to have your reception at the church.

Pastor Dan & Laura Overbo  
Church Phone- 605-627-9418  
Parsonage Phone- 605-627-5358

Kelsey Hanson-(605) 695-7151  
Wedding Coordinator

In Christ,  
Pastors Dan & Laura

## Extras

### THE UNITY CANDLE, SAND OR UNITY CROSS

If you choose to use a Unity Candle, Sand or Unity Cross, its most appropriate positioning in the service is after the pastor has announced the marriage. Since we must pay attention to what our actions are saying, we would discourage you from extinguishing the two slim candles after you have lit the Unity Candle. Because, you do not extinguish your own lives to begin a new life, but rather we are celebrating two individuals that promise to share of each other in the commitment of marriage.

## Notes

## Sample Service

This is only a sketch of what your service might look like. But, it will give you a guide to the appropriate places for any special music, use of the Unity Candle or sand, and the proper place for Holy Communion, if you desire to encompass them into your ceremony.

Prelude  
Seating of the family  
Processional  
Giving of the Bride  
Greeting  
Declaration of Intention  
Prayer of the Day  
Scripture Readings  
Sermon  
Special Music  
Exchange of Vows  
Exchange of Rings  
Acclamation  
Lighting of Unity Candle or Sand  
Special Music  
    \*If Communion:           The Great Thanksgiving  
                                  The Words of Institution  
                                  The Lord's Prayer  
                                  The Distribution  
                                  Post Communion Prayer  
Special Music  
Nuptial Blessing  
Lord's Prayer  
Blessing  
Presentation of the couple  
Recessional

## Wedding Guidelines

### Introduction

A wedding is a celebration of the love you have for one another; but more importantly, it is a celebration of the love God has for a man and a woman in the relationship of marriage. (\*) We of First Lutheran Church are pleased that you wish to share your celebration of love with us. We wish for your wedding to be both a beautiful and a meaningful experience. For this purpose, these guidelines are provided to help make your planning easier.

No two weddings are alike. Some are small gatherings, while others may bring many of the family circle, and friends together, filling the church to overflowing. Therefore, you are highly encouraged to discuss your preferences freely with the pastors. The date and time of your wedding should be communicated to the pastors as soon as possible (preferably six to twelve months before the wedding) so appropriate scheduling, counseling, and other arrangements can be made. Please note that the suggested wedding fees are listed on page 4.

\*Please note that at this time, First Lutheran Church does not allow same sex marriages to be conducted in the Church or be officiated at alternative locations by the current Pastor(s).

### 1.) Pre-marriage Counseling.

Three or more premarital counseling sessions with the pastor are required prior to the wedding (again, preferably six to twelve months before the wedding). During the initial counseling session, you will be asked to fill out information from our resource called *"The Greatest Is Love"* by Franklin Nelson. **The fee for this resource is \$35.00.** The intent of this resource is designed to assist in discussing your strengths and areas of growth in your relationship. Couples who do not live locally will be asked to arrange for pre-marriage counseling with a pastor nearer to where they live, and that pastor or counselor needs to be in touch with First Lutheran.

### 2.) Marriage License

South Dakota state law requires a marriage license. It can be secured from any South Dakota county courthouse. The license is valid for twenty days from the date of issue anywhere in the state. **Please bring the marriage license with you to the church on the day of the wedding rehearsal.** The pastor and witnesses will sign it on the day of the wedding.

## Guidelines Continued

### 3.) Membership

Members and immediate family members may be married at First Lutheran Church. See page 7 for the suggested fees for members. Non-member couples desiring to be married at First Lutheran are invited to schedule a conference with the pastor. If membership is desired, that may also be discussed; however, the suggested wedding fees will apply consistent with membership status at the time (day) of the wedding.

### 4.) Pastors

The pastors of First Lutheran Church officiate at all weddings in this congregation and alternate weddings as they are booked. If you are interested in another pastor to be a part of your wedding ceremony, it is proper etiquette for the pastor of First Lutheran Church to extend the invitation for this person to participate. It is not appropriate to ask former pastors or interim pastors of First Lutheran to have a part in the ceremony, unless approved by the current pastor.

Please remember, that although a wedding ceremony is not a sacrament, it is a rite of the Church. It is a sacred event in which a man and woman promise to each other, to God, and before the people gathered, their life-long faithfulness to each other. In that regard, the theological and liturgical appropriateness of the wedding ceremony, as a "Rite of Holy Matrimony", rests ultimately with the pastor, as a called and ordained minister of the Church of Christ.

### 5.) Wedding Coordinator

We have a wedding coordinator at First Lutheran to help the bridal party with the rehearsal and the logistics of the wedding ceremony. Because of the pastor's primary concentration on the success of the premarital counseling, and as presiding clergy, is responsible for the planning and conduct of the wedding ceremony itself, the wedding coordinator is able to assist with all the necessary or suggested "non-pastoral" arrangements regarding bridal details and other items about the wedding. Among other things, this person will show the wedding party where to dress, instruct the photographers regarding the taking of pictures, coordinate with the ushers the seating of family members (i.e. mothers, grandmothers, etc...), notify the pastor and organist when everyone is ready for the service to begin and confiscate any alcoholic beverages brought onto the church property not detected by the pastor. At the initial pre-marriage meeting with the pastor, you will be given the name of the wedding coordinator. If your reception will be held at the church, the coordinator will assist you with the arrangements.

## Ceremony

The following pages have been designed to assist you in the planning of your wedding service. The suggested marriage service is the ELW service. This service has been written to allow for your own creative touches, while still remaining true to a traditional Lutheran Service. So, feel free to discuss with Pastor any ideas that you would like to incorporate into the given service.

### Scripture Readings

Marriage is not solely a Christian Institution. But, when two Christians enter into a lifelong commitment, it is surely appropriate and desirable to frame the marriage service with readings from God's Holy Word. Listed below are some suggested readings for your consideration. General practice is to pick at least two passages of any of the following contributions: Generally the pastor will read the Scripture passages; however, another person of the bride and groom's choosing may read the passages.

Genesis 1: 26-31

John 15:9-12

Genesis 2: 18-24

Romans 12: 1-2

Song of Solomon 2: 10-13

I Corinthians 12:31-13:13

Song of Solomon 8:7

Ephesians 5: 21-33

Isaiah 63: 7-9

Colossians 3:12-19

Matthew 19: 4-6

I John 4: 7-12

John 2: 1-10

You may also choose to use one of the psalms in your marriage service. Again, what follows is not an exhaustive list, but only a few of the psalms that would be appropriate for use in the ceremony.

Psalm 33 A joyful song to the Creator

Psalm 100 Praise to God, the Creator and Shepherd

Psalm 117 A worldwide call to praise God

Psalm 127 Success depends on God's blessing

Psalm 128 The blessings of home

Psalm 136 Litany of praises

Psalm 150 A grand doxology

## Information

Wedding date requested: \_\_\_\_\_ Time: \_\_\_\_\_

Rehearsal date requested: \_\_\_\_\_ Time: \_\_\_\_\_

Groom's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Church Affiliation: \_\_\_\_\_

Bride's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Church Affiliation: \_\_\_\_\_

Future Address: \_\_\_\_\_

Best Man: \_\_\_\_\_ Maid/Matron of Honor: \_\_\_\_\_

Number of Groomsmen: \_\_\_\_\_ Number of Bridesmaids: \_\_\_\_\_

Flower girl: \_\_\_\_\_ Ring Bearer: \_\_\_\_\_

Ushers: \_\_\_\_\_ How many? \_\_\_\_\_

Number of guests expected: \_\_\_\_\_

Tradition or open seating: \_\_\_\_\_

Will you be using an organist? \_\_\_\_\_ Soloist? \_\_\_\_\_

Other musical arrangements (tape/CD/instruments)? \_\_\_\_\_

Will there be a bulletin? \_\_\_\_\_ Guestbook? \_\_\_\_\_

One/two/no rings? \_\_\_\_\_

Will there be a unity candle? \_\_\_\_\_ Will there be sand? \_\_\_\_\_

Will there be a reception? \_\_\_\_\_ Where? \_\_\_\_\_

When will photographs be taken? \_\_\_\_\_

Other details? \_\_\_\_\_

\_\_\_\_\_

## Guidelines Continued

### 6.) Music

Ordinarily the first option is to call an organist of First Lutheran Church to serve as the organist for weddings held in the church. Guest organists may be used, only in consultation with, and approval of the pastor. Music selected to be sung or played should be appropriate for the religious/spiritual significance of the ceremony. In that regard, it is highly recommended to consult with the pastor, who will determine the appropriateness of the music that you may have in mind.

It is customary for the wedding couple to give a monetary gift directly to the vocalist. \$50.00 is considered an appropriate amount. This suggested fee is included in the schedule of suggested fees. The normal fee for one of the organists of First Lutheran Church is \$100.00.

Please keep the following additional items in mind as well:

Vocalists need to arrange for a separate rehearsal with the organist.

Ensure your selected music is supplied to the organist one month prior to the wedding.

Please observe music copyright laws.

### 7.) Rehearsal

A rehearsal helps to ensure a dignified and beautiful ceremony. The rehearsal is typically held the evening before the wedding. Please ensure that members of your wedding party be on time for the rehearsal. This includes your attendants, ushers, ring bearer, flower girl, musicians not from First Lutheran Church, and parents.

### 8.) Photography/Video-Taping

In keeping with the sacredness of the wedding ceremony, flash photography will not be allowed during the ceremony. Please add to your wedding program/bulletin: *"No flash photography during the wedding ceremony."* Thank you. Video taping is permitted from cameras in fixed locations, and only with the use of available sanctuary lighting. Please ensure your photographers and video recorders are aware of this. If they have any questions regarding this, direct them to the pastor or the wedding coordinator.

## Guidelines Continued

### 9.) Floral/Decorative Adornments

Floral arrangements and other tasteful decorations may be placed in the sanctuary, except, flowers are not permitted on the altar. Floral arrangements may be placed on the wooden shelves at the outside of the altar back. An aisle runner, supplied by the wedding party, may be used. Please know that a 75 ft. runner is needed. If a flower girl is going to drop “real” flower petals, an aisle runner must be used so flowers do not stain the carpet. A unity candle or unity sand may be placed on a table (provided) inside the altar rail. Please do not use tape, nails, or tacks on the church furnishings when decorating for the wedding, due to the potential of damage to the furnishings. The Sanctuary may be decorated for a wedding on the Thursday or Friday before a Saturday wedding.

\*Please note the church is locked at night and unlocked during the day, except for the room where the bridal party gets dressed.

### 10.) Use of Post-Wedding Celebratory Materials

The custom of throwing rice or birdseed has been proved to be unsafe and very messy. Therefore, its use is strongly discouraged. An appropriate alternative has been the use of flower petals, soap bubbles, balloons released into the air, or just a resounding joyous applause.

### 11.) Wedding Fees

All suggested wedding fees are due at the time of the wedding rehearsal. A “wedding fee invoice” will be provided by our Wedding Coordinator.

### 12.) Clean Up

The wedding party is responsible for removing all materials brought into the church by the wedding party. Tables and chairs are to be returned to their original location as they were found. All rooms used for changing clothes and preparations are to be cleared by the wedding party prior to leaving the church.

**13.) Smoking and alcoholic beverages are strictly prohibited anywhere on the church property.**

## Suggested Fees

Use of church	without reception	\$200.00
	with reception	\$300.00
Pastor		\$150.00
	(outside of the church; i.e., park, hotel, etc.)	\$175.00
“The Greatest Is Love” counseling and materials		\$ 35.00
Organist	(see Note 6, Page 5)	\$100.00
Vocalist	(see Note 6, Page 5)	\$ 50.00
Sound Technician		\$ 50.00
Wedding Coordinator	(no reception)	\$ 75.00
	(with reception)	\$100.00
Custodian	(no reception)	\$ 50.00
	(with reception)	\$100.00

These suggested fees should be paid by check. Please make checks payable in accordance with the guidelines on the “wedding fee invoice” provided by the Wedding Coordinator. Fees are due before or at the time of the wedding rehearsal. Thank you.

(Note: If there are any differences in this schedule of suggested fees and the invoice provided by the Wedding Coordinator, the Wedding Coordinator’s invoice takes precedence.)