

Wedding Guidelines



**AND THE TWO SHALL BECOME ONE
Ephesians 5:31**

**Our Saviour's Lutheran Church
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Audubon, IA 50025**

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*Guidelines revised & fees determined
by Church Council, September, 2021*

We rejoice in your love for each other and your excitement as you prepare for your wedding. Christian marriage is more than a legal covenant recognized by the State. It is more than a social announcement of your intention to live as husband and wife and to share that occasion with family and friends. Christian marriage is a covenant of faith, a gift from God, who is the source of all life and love. It is a worship service during which you invite God to be a witness to your promises to each other and ask God to bless your marriage and be a partner with you in your relationship.

Since Jesus Christ is the center of all worship at Our Saviour's, the marriage ceremony must be centered in Christ. To assist you in planning such a ceremony and prepare you for a life-long relationship, we offer these wedding guidelines and standards.

Pastor Dan Beattie

*"For this reason a man will leave his father and mother and be united to his wife, and they will become one flesh"
(Genesis 2:24)*

Weddings as Worship

In a Christian wedding:

- The focus of attention is on God, as the bride and groom are united in marriage.
- The wedding is a worship service. It is the exchange of vows that constitutes the marriage. The Pastor serves as the primary witness to this exchange, but it is the bride and groom who bind themselves together as husband and wife by their promises.
- Pray together as a couple; ask others to pray for you.
- Attend weekly worship together.
- Make the most of your premarital counseling.
- The church is a house of worship. The altar paraments are not changed for a wedding.
- Weddings are not scheduled during Holy Week, the most important observance of the church year.
- Music chosen should invoke God's presence and blessing for love and faithfulness in marriage. All music selections must be approved by the Pastor.

ADDITIONAL CONSIDERATIONS

Organist's/Pianist's honorarium.

Contact your Organist/Pianist regarding their fees. If that information is lacking, a suggested minimum honorarium is \$100 plus \$25 for each solo accompanied. You should plan to give this directly to your Organist/Pianist prior to rehearsal. Be mindful, this includes meeting for music selection, music preparation, and the time of rehearsal/wedding.

SOLOIST(s)

Soloist's fees should also be given directly, prior to rehearsal.

Contact your Soloist regarding his/her fee. If that information is not available, a suggested minimum honorarium is \$75.

NON-MEMBER BUILDING USE

\$150 for church building use by those who are only requesting the use of Our Saviour's facility. This is non-refundable and secures the wedding date on the church's calendar. This money will be distributed to the OSLC sound operator and custodian. All guidelines in this document are applicable.

Rehearsal and Wedding Day Considerations

Thanking Those Who Help

OSLC SOUND OPERATOR

\$50 minimum honorarium is expected. This volunteer will be present at the rehearsal and the wedding and will help with microphones, sound system and/or recorded music. Sound checks will be done at the rehearsal for singers, musicians and readers. *This honorarium is a good way to thank a volunteer for his/her time.*

OSLC CUSTODIAN

\$100 minimum honorarium is expected. Because weddings are typically on Saturdays, extra weekend effort from our custodian is required to prepare the church for Sunday worship and other Sunday activities. The custodian will make preparations for and clean-up after both the rehearsal and the wedding. *This honorarium is a good way to thank our custodian for the extra effort your wedding will require.*

OSLC WEDDING REPRESENTATIVE

\$150 minimum honorarium is expected. The church Wedding Representative will meet & correspondence with the wedding couple prior to the wedding. The Representative will help with preparations and will be present & assist you at the rehearsal and the wedding. The Representative will help with various logistics and details pertaining to the rehearsal & day of wedding. *This honorarium is a good way to thank the Church Representative for their time, attention to detail, and helpfulness in making your wedding a smooth and blessed occasion.*

Honorariums should be brought to the church office when you drop off your marriage license. The office manager will distribute them to the appropriate people.

Cash in envelopes is the easiest way for these honorariums to be distributed. Thank you.

Before Your Wedding

- Contact the Office Manager at 588-1113 to reserve the church for the wedding, rehearsal time, and Pastor's availability.
- Attend a maximum of four pre-marriage sessions with the Pastor. Each session is at least 60 minutes.
- A Church Representative is available to provide information and help make arrangements for the wedding: dressing rooms, bulletin information, reception possibilities at the church, marriage candles, decorations and flowers.
- Contact organist/pianist/soloists and other musicians.
- One month prior to rehearsal, bring any necessary payments to the church office (explained later in this document), to be given directly to the appropriate personnel.
- Church rental deposit of \$150.00 for non-members utilizing the building is required to secure the wedding date.
- Apply for your wedding license at the County Recorder's office.

Preparing for Marriage

SETTING THE DATE

When the wedding date is set, time for the rehearsal also needs to be set. If all members of the wedding party are on time, the rehearsal normally takes one hour.

All participants in the wedding need to be at the rehearsal (including attendants, ushers, parents of the bride and groom, organist/pianist, soloist, sound operator, flower girl and ring bearer, etc.). Bear in mind that the rehearsal is the preparation for a sacred worship service and will be conducted accordingly. Remember, the bride, bridegroom, and two witnesses all need to sign the license during or after the ceremony.

PRE-MARITAL SESSIONS

A maximum of four one-hour sessions with the Pastor must be scheduled and completed before your wedding. This is done as far in advance as possible, preferably beginning six months or more prior to the wedding day.

The first session is to gather preliminary information, get more acquainted with the pastor and begin thinking biblically about marriage.

In the second & third sessions you will continue to have discussion with the pastor and receive biblical instruction for husbands, wives, parents, children. You will also begin making plans for the wedding.

The final session will focus primarily on finishing the details of the wedding service. You need to have all necessary information completed before this session, including discussion of selected music. Additional sessions, as needed, are scheduled at the discretion of the Pastor.

MARRIAGE LICENSE

Apply for your marriage license in person at any county courthouse in Iowa. Bring the license to the church office at least one week before the wedding.

WEDDING MUSIC

Music is an important part of a wedding. A wedding held at OSLC is a worship service and careful consideration is to be given so that only music (traditional or contemporary) appropriate for a Christian worship service is selected. A pipe organ and digital grand piano are available in the sanctuary for your use and our sound system will accommodate playing recorded music saved to a USB flash drive in MP3 format or from a CD. Arranging for an organist, pianist or soloist is done by you; a list of local musicians is available. Pastor approval for all music selections is required.

FLOWERS AND DECORATIONS

The altar candles are always in place and used at all weddings. If a unity candle or unity sand is desired, you must provide your own. The church has a table and lace cloth available on which it can be placed. The unity candle or unity sand should not be placed on the altar itself.

Miscellaneous Information

- The use of rice, birdseed, confetti and glitter in the church building or on the church grounds IS NOT ALLOWED. Clean-up of any debris outside left from decorating vehicles or any other purpose is the responsibility of the wedding party and family. If left undone, the church will need to pay someone to do it and you are asked to reimburse the expense.
- The church will need to be cleaned of flowers, decorations, gifts, personal items, food, etc. directly following the service. Please make arrangements for someone to do this. The church is locked shortly after all wedding guests have left.
- Dressing room areas are available for the wedding party at the church. Clear arrival times with the Office Manager or your Church Representative. Check all dressing areas after the wedding for personal items remaining.
- No Smoking Please, in the church building or on the church grounds.
- Please do not consume alcohol in the building or on the church grounds at the rehearsal or the wedding. ***Please be sure to inform your wedding party and guests of these guidelines.***
- Please leave honorariums (see next page) with the Office Manager when you drop off your marriage license. The Office Manager will distribute the honorariums to the custodian, sound operator and Church Representative.
- God bless your wedding and more importantly your marriage. The disciples of Our Saviour's Lutheran Church wish you well.

WEDDING RECEPTION/REHEARSAL MEAL

The church's downstairs social room is available for receptions or rehearsal dinners. Advance reservations must be made with the Office Manager. If the wedding reception is held at the church, the reception must conclude by 9:00 p.m.

If a reception or rehearsal dinner is held at the church, the following apply:

- A caterer or family and friends will serve the meal. Our church women's organization does not serve wedding rehearsals or receptions.
- Church equipment (trays, coffee pots, dishes, silverware, etc.) may be used but not removed from the church for private use.
- If the church kitchen is used by persons who are not members of Our Saviour's, a representative from the church will need to be contacted.
- If use of the dishwasher is planned, please contact the church office for instructions.
- There is an additional \$50 custodial fee for each reception or rehearsal dinner held at the church.
- It is expected that the social room, kitchen and downstairs restrooms will be cleared of personal items by you immediately following your dinner or reception. Guidelines for cleaning will be provided for you.

PHOTOGRAPHS AND AUDIO RECORDING

The wedding service is worship, so NO flash photography may be taken during the ceremony. Photography and videorecording that does not disturb the ceremony is permitted. Flash photographs may be taken in the sanctuary before the wedding, during the processional, and after. Be sure your photographer and videographer are aware of these expectations. Please indicate if the pastor is to be included in any of the formal pictures.

WEDDING BULLETINS

Bulletins are helpful for the worshipping congregation, but not required. A sample order of worship for the bulletin will be provided to you. The order of worship in your bulletin needs to be approved through the Pastor before being finalized and printed.

WEDDING POLICY

As a Lutheran congregation that holds to the Bible as our sole rule and norm of faith and practice, it is the belief of Our Saviour's Lutheran Church, Audubon, Iowa that marriage is between one man and one woman. (See Genesis 2:24-25, Matthew 19:4-6, Mark 10:2-9). Thus, it is the official policy of Our Saviour's Lutheran Church and its Pastor(s) to conduct weddings, blessings of civil marriages, or renewal of vows ceremonies for heterosexual couples only. Also, it is the policy of this congregation and its Pastor that the church building and grounds will not be rented out to same sex couples seeking these rites by the Pastor of another church or other person authorized by the State of Iowa to conduct these ceremonies.