

# WEDDING PLANNER



**Hope Lutheran Church**  
1667 Frank Ave SE  
Huron, South Dakota 57350  
(605) 554-1002  
Pastor Tom Christenson  
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## WEDDING INFORMATION

Bride \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Church Membership \_\_\_\_\_

Groom \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Church Membership \_\_\_\_\_

Your New Address \_\_\_\_\_  
\_\_\_\_\_

Names for Marriage Certificate \_\_\_\_\_  
\_\_\_\_\_

Wedding Date \_\_\_\_\_

Time of Wedding \_\_\_\_\_

Rehearsal Date \_\_\_\_\_

Time of Rehearsal \_\_\_\_\_

Name of Photographer \_\_\_\_\_

Time of Photographs \_\_\_\_\_

Would you want a Bridal Dressing Room? \_\_\_\_\_

**WEDDING PARTY**

Maid or Matron of Honor \_\_\_\_\_

Best Man \_\_\_\_\_

Bridesmaids \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Groomsmen \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Flower Girl \_\_\_\_\_

\_\_\_\_\_

Ring Bearer \_\_\_\_\_



Officiating Pastor: \_\_\_\_\_

Assisting Pastor: \_\_\_\_\_

Ushers \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**OTHER SPECIAL PARTICIPANTS**

Lector(s) \_\_\_\_\_

Acolyte(s) \_\_\_\_\_

Organist/Pianist \_\_\_\_\_

Telephone: \_\_\_\_\_

Special Musicians \_\_\_\_\_

Telephone: \_\_\_\_\_

Parent(s) of the Bride \_\_\_\_\_

\_\_\_\_\_

Parent(s) of the Groom \_\_\_\_\_

\_\_\_\_\_

Guest Book Attendant(s) \_\_\_\_\_

\_\_\_\_\_

Personal Attendant(s) \_\_\_\_\_

\_\_\_\_\_

Flower-Pinner: \_\_\_\_\_

Gift Carriers \_\_\_\_\_

\_\_\_\_\_

Videographer: \_\_\_\_\_

Honored Guests (Grandparents, Godparents, etc...)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Others (Please give name and specify their service)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**NOTES ON THE SERVICE**

How will the attendants enter? \_\_\_\_\_

\_\_\_\_\_

Scripture to be read (2-3): \_\_\_\_\_

\_\_\_\_\_

Which form of vows will be used? \_\_\_\_\_

Who will have the rings? \_\_\_\_\_

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Will a blessing be given by other than the Pastor? \_\_\_\_\_

\_\_\_\_\_

Will a Unity Candle/Sand/Cross be used? \_\_\_\_\_

Placement \_\_\_\_\_

Will you have an Aisle Runner? \_\_\_\_\_

If so, it will be unrolled before the entrance of whom?

\_\_\_\_\_

Will Holy Communion be celebrated? \_\_\_\_\_

If so, who will assist in Distribution?

\_\_\_\_\_

\_\_\_\_\_

Will the couple kiss during the service? \_\_\_\_\_

How does the couple wish to be presented? \_\_\_\_\_

Receiving Line Participants: \_\_\_\_\_

\_\_\_\_\_

Send Off? \_\_\_\_\_

**MUSIC**

Processional(s): \_\_\_\_\_

\_\_\_\_\_

Recessional \_\_\_\_\_

Hymn(s): \_\_\_\_\_

\_\_\_\_\_

Special Music \_\_\_\_\_

\_\_\_\_\_

**RECEPTION:** (Give Location) \_\_\_\_\_

\_\_\_\_\_

If at the church, please fill in the following.

Who will be the Caterer? \_\_\_\_\_

Telephone: \_\_\_\_\_

Approximate number of Guests \_\_\_\_\_

How many people at the Head Table? \_\_\_\_\_

Would you like a table for the punch bowl? \_\_\_\_\_

Menu Items: \_\_\_\_\_

\_\_\_\_\_

Host and/or Hostess \_\_\_\_\_

Reception Waiters/Waitresses \_\_\_\_\_

\_\_\_\_\_

Punch Servers \_\_\_\_\_

Coffee Pourers \_\_\_\_\_

Cake Cutters \_\_\_\_\_

## PLANNING YOUR WEDDING CEREMONY

The following pages have been designed to assist you in the planning of your wedding service. The suggested marriage service is printed beginning on page 202 of our Lutheran Book of Worship.

**Scripture Readings:** Below are some of the more commonly used in a wedding service.

Genesis 1: 26-31

John 2: 1-10

Genesis 2: 18-24

John 13: 33-35

Ruth 1: 12-18

John 15: 9-12

Ecclesiastes 4: 9-12

Romans 12: 1-2

Song of Solomon 2: 10-13

I Cor. 12:31 - 13:13

Song of Solomon 8: 7

Ephesians 3: 16-19

Isaiah 63: 7-9

Ephesians 5: 21-33

Matthew 7: 24-29

Philippians 4: 4-9

Matthew 19: 4-6

Colossians 3: 12-19

Mark 12: 28-31

I John 4:7-12

You may also choose to use one of the psalms.

Psalms 33

Psalms 100

Psalms 117

Psalms 127

Psalms 128

Psalms 136

Psalms 150

Certainly, there are many other sources that you may wish to consider as readings for your ceremony. Due to the public nature of the service, we ask that if you are considering any non-biblical readings, please consult with the pastor to insure that these sources reflect the Christian understanding of love and marriage.

## THE MARRIAGE VOWS

The vows you will make to each other are the very heart of the wedding service. It is by these promises, made before God and the gathered community, that one man and one woman make their vows of life-long love and faithfulness to each other.

What follows are five approved forms of the vows. If you choose to write your own vows or use vows from another source, they must be approved by the pastor, since it is the pastor's responsibility to maintain the integrity of the vows and certify that the marriage has taken place.

**Form I.....**I take you, \_\_\_\_\_, to be my husband/wife from this day forward, to join with you and share all that is to come, and I promise to be faithful to you until death parts us.

**Form II.....**I take you, \_\_\_\_\_, to be my husband/wife, and these things I promise you: I will be faithful to you and honest with you; I will respect, trust, help, and care for you; I will share my life with you; I will forgive you as we have been forgiven; and I will try with you to better understand ourselves, the world, and God; through the best and worst of what is to come until death parts us.

**Form III.....**I take you, \_\_\_\_\_, to be my husband/wife, I promise before God and these witnesses to be your faithful wife/husband, to share with you in plenty and in want, in joy and in sorrow, in sickness and in health, to forgive and strengthen you, and to join with you so that together we may serve God and others as long as we both shall live.

**Form IV.....**\_\_\_\_\_, I take you to be my husband/wife from this time onward, to join with you and to share with you all that is to come, to give and to receive, to speak and to listen, to inspire and to respond, and in all circumstances of our life together be loyal to you with my whole life and with all my being until death parts us.

**Form V.....** I, \_\_\_\_\_ take you, \_\_\_\_\_ to be my husband/wife, to have and to hold from this day forward, in joy and in sorrow, in plenty and in want, in sickness and in health, to love and to cherish as long as we both shall live.

- Some people wish to memorize their vows, while most have found it better to simply repeat after the pastor. Even if you choose to memorize your vows, be assured that the pastor will have a written copy of your vows in case the moment overwhelms you.

## THE UNITY CEREMONY

If you choose to use a Unity Candle/Sand/Cross its most appropriate positioning in the service is after the pastor has announced the marriage. You are responsible to provide the unity candles or the unity sand and containers.

## THE PARENTAL OR COMMUNITY BLESSING

The service includes the option for the parents to come forward to give a blessing. Another option is to have the wedding party and/or the gathered community to give this blessing. If the community is to participate you should have the blessing printed in the bulletin. Two suggestions are offered here:

- “May you dwell in God’s presence forever; may true and constant love preserve you.” (Psalm 61: 7)
- “Let us rejoice and be glad for you; let us praise your love more than wine and your caresses more than any song.” (Song of Solomon 1: 4)

## WEDDING MUSIC

One of our organists or pianists will be available to assist you in the selection of processional, recessional, solo music and hymns, that you may wish to consider.

Use of one or more hymns is an excellent way to involve the whole congregation in this special service. The following hymns from the Lutheran Book of Worship are listed for your consideration.

O Perfect Love	287
Hear Us Now, Our God and Father	288
We Praise You, O God, our Redeemer, Creator	241
All People That on Earth Do Dwell	245
Open Now Thy Gates of Beauty	250
On Our Way Rejoicing	260
Love Divine, All Loves Excelling	315
O God of Mercy, God of Light	425
The King of Love, My Shepherd Is	456
Savior, Like a Shepherd Lead Us	481
Let Us Ever Walk With Jesus	487
Now Thank We All Our God	534
Praise to the Lord, the Almighty	543
Joyful, Joyful, We Adore Thee	551
Let All Things Now Living	557
For the Beauty of the Earth	561

• Be sure to examine both the text and tune. If you will be having a small wedding, you may wish to select a familiar tune that will be easy for the congregation to follow.

• If your ceremony will include Holy Communion, you may also choose hymns from 196-226 of the LBW.

## HOLY COMMUNION

We offer the opportunity for you to place your ceremony in the setting of Holy Communion. If you choose to have the Sacrament as part of your service, it must be available for all people. As the presiding minister, the pastor will invite all the congregation with similar words; *“If you are baptized and believe that Christ is present in, with and under the bread and wine of Holy Communion, you are welcome to join us at the Lord’s Supper”*.

It would be very appropriate to have the bride and groom and/or the wedding party involved in the distribution.

## SAMPLE SERVICE

The Prelude  
The Processional (Could be a hymn)  
The Invocation  
Prayer  
Scripture Readings  
The Message  
The Intention  
The Marriage Vows  
The Exchange of Rings  
The Declaration of Marriage  
The Unity Ceremony  
Holy Communion (if applicable)  
The Prayer of Blessing  
The Prayers of the Church & Lord’s Prayer  
The Benediction  
The Presentation  
The Recessional  
The Postlude

## GENERAL WEDDING POLICIES & FEES:

\*Members & children of members will not be charged to use the sanctuary.

\*Non-member weddings will NOT be scheduled more than six (6) months in advance, to allow members priority in scheduling.

\*A Lutheran Pastor must preside at the wedding. Pastors of other Christian denominations may assist with approval of the pastor of Hope Lutheran Church.

\*Hope Lutheran will not host non-member receptions.

<b>Wedding Fees:</b>	<u>Member</u>	<u>Non-Member</u>
Facility Use/Guest Lutheran Pastor (Due when date is confirmed)	No fee	\$400
Facility Use/Hope's Pastor (Due when date is confirmed)	No fee	\$450
Custodial/No Reception (Due at final meeting with the Pastor)	\$75	\$100
Custodial/With Reception	\$75	N/A
Premarital Fee (Check Payable to Life Innovations)	\$35	\$35
Organist/Pianist Fee: (Due at final meeting with the Pastor)	\$125	\$125
Pastor's Fee	Honorarium	Honorarium

### Additional Wedding Reception Fees:

Damage/Loss Deposit: \$200 (Payable to Hope Lutheran and returned after facilities & equipment are checked)

Women of Hope: A gift for their serving your reception may be appropriate.

## OTHER POLICIES

**Our Beliefs on the Sanctity of Christian Marriage:** We believe, teach and confess that from the creation of the world, God intended Christian Marriage to be covenant relationship between one man and one woman. This covenant is binding upon the couple for life, and thus should not be entered into lightly. For these reasons, the pastor of Hope Lutheran has been entrusted by the Church Council, the responsibility of declaring for whom he/she will or will not perform a ceremony of Christian Marriage.

**Setting the Date & Time:** Reservations for the church and all other arrangements should be made with the church office well in advance of the ceremony to allow for adequate planning and premarital counseling.

**Marriage License:** It is the couple's responsibility to secure a marriage license from a County Register of Deeds office in the state in which the wedding is to be performed. The license will be given to the pastor on/before the wedding rehearsal.

**Church Use Times:** The church will be open for you ½ hour before your rehearsal. You may arrive up to 4 hours before your wedding begins and everything must be removed ½ hour after the ceremony has ended.

**Holy Week:** No weddings will be scheduled during Holy Week.

**Sanctuary Furnishings:** Altar Furniture, Paraments, Banners, and Seasonal Decorations will not be moved/altered for weddings.

**Ring Bearers & Flower Girls:** Due to the sanctity of the wedding service, children under the age of five years old will need to be escorted or followed by an usher, parent or older youth in order to be part of the processional and recessional. Please visit with the pastor for options.

**Flowers Girls:** No real petals may be scattered, as they tend to be slippery and can stain the carpets. Artificial petals are fine.

**Candles:** Any additional candles brought into the sanctuary, must be contained inside a glass globe or cylinder to protect the floor and carpet from dripping wax.

**Aisle Cloth:** The family is to make arrangements for an aisle cloth, if desired, directly with an outside supplier (rental company or florist). A 75 ft. cloth is needed.

**Decorations:** It is the responsibility of the wedding couple to inform florists/decorators as to the above stated facility usage times for deliveries or access.

**Body Glitter:** Is not allowed, due to its difficulty to remove from upholstery.

**Bulletins:** The church office does not print wedding bulletins.

**Pictures:** No flash pictures will be taken during the wedding service. The pastor will have guidelines for Photographers, & Videographers.

**Music:** All music needs approval by the pastor who will perform the service.

**Leaving the Church:** No rice or birdseed may be thrown outside the church. Talk to the pastor for other options for the send-off.

**Ushers:** Must attend the Rehearsal, as they will receive specific instructions.

**Invitation to Pastor:** It is not necessary to invite the Pastor to all of your festivities. But, if you would like to invite him to be present at your Rehearsal Dinner, and/or Reception it is expected that you will send an invitation.

**Alcoholic Beverages:** No rehearsal or wedding will be conducted when any member of the wedding party is intoxicated. Alcoholic beverages are not permitted on the church grounds.