

TRINITY LUTHERAN CHURCH

CHRISTIAN WEDDING AGREEMENT

Welcome to Trinity Lutheran Church! We share your joy at this significant time in your lives. We thank God for the marvelous gift of love and for the sacred place which God has given marriage in His plan for our lives. Please know that we are committed to assisting you so that you will have a memorable wedding.

The marriage ceremony is a time for joyous celebration, but it is also a service of worship before God, a time to thank God for bringing you together and a time to ask God's blessings upon your marriage. Your wedding is more than a social event. It is a time of solemn vows between you and God, a commitment between the two of you to uphold your vows even in difficult times and to demonstrate growth and maturity as a couple. We look forward to sharing this wonderful day with you. Please read this entire policy carefully. Your signature indicates that you have read and agree to our church policy. An initial meeting with Pastor Tyg or Pastor Sandy is required before the signing of this contract.

SETTING THE DATE: The date for your wedding should be established as far in advance as possible. Please contact the church office to arrange for an initial meeting with Pastor Tyg or Pastor Sandy to discuss your wedding. No walk-in marriages will be performed. A minimum waiting period of one month for all marriages is required. Weddings are not scheduled from Thanksgiving week through January 2 or during Holy Week.

THE PASTOR: After the date has been cleared and placed on the master calendar, plan to meet two more times with Pastor Tyg or Pastor Sandy to discuss the service. The minimum honorarium for Pastor Tyg or Pastor Sandy to perform a marriage ceremony is \$300. Neither Pastor Tyg nor Pastor Sandy provides pre-marital counseling. At your request, they will recommend a licensed family counselor who will provide pre-marital counseling. You will be responsible for this expense.

REHEARSAL: Most weddings require a rehearsal prior to the wedding. The rehearsal date and time will be scheduled during the first meeting with the pastor and will be negotiated to fit within the calendar needs of the church. Most rehearsals at Trinity take place early in the evening on Thursday or Friday prior to a Saturday wedding. All wedding participants should be at the rehearsal and be on time. Rehearsal time is approximately 1 hour. We will practice the entire wedding twice. The goal of the rehearsal is to assure that all members of the wedding party are comfortable in their roles. If you wish to invite the pastor or other church staff and their spouses to the rehearsal dinner or reception, please do so by written invitation, so they may make plans to attend when possible. Please bring the marriage license to the rehearsal!

SOUND SYSTEM: If your wedding requires the use Trinity Lutheran Church's sound system, a qualified person will be provided by the church to set up and operate the system for a fee of \$50. No additional equipment may be brought into the church; the sound system must be used in the current configuration.

SANCTUARY: The sanctuary seats a maximum of 280 people. Please respect our sanctuary by finishing all food and drink before entering.

WEDDING TIME: The church will be open to you no more than four (4) hours prior to the wedding ceremony. The wedding ceremony itself normally lasts about 30 minutes. Following the conclusion of the wedding ceremony, the church will be available to you for a maximum of two (2) hours. All personal items must be taken with you after the wedding ceremony.

MUSIC: Initial arrangements will be made during the first meeting with the pastor. You may use the services of our church pianist and vocalist, if so desired. The minimum honorarium for the pianist is \$200 and \$100 for the soloist. They will assist you with appropriate Christian wedding selections, and will set up a meeting time with you to go through music for the wedding. We can also accommodate guest vocalists and instrumentalists. Payment of services provided by guest musicians/vocalists is the responsibility of the wedding party. If you choose to use the Trinity Lutheran Church staff for music, please contact our church musician at least two months prior to your wedding. All the Trinity Lutheran Church music staff has a regular church commitment on Wednesday nights and is not available for a rehearsal that evening. Recorded music selections may also be incorporated with the support of our sound system staff.

RUNNER/PARAMENTS/KNEELER: Trinity Lutheran Church does not provide a runner for the center aisle of the church. You may provide your own runner; the center aisle is approximately 50' long. In addition, Trinity Lutheran Church does not have wedding paraments for the altar. Usually the existing parament in the color of the current church season is used. Trinity Lutheran Church does have a wedding kneeler which may be used if appropriate.

FLOWERS: Fresh floral decorations may be brought to the church either at the time of the rehearsal or on the day of the wedding during the four hours allotted to you before the wedding service. Fresh flowers may be placed in the upper brick alcoves behind the altar or on the flower stands on either side of the altar, but not on the altar, pulpit or altar railing. Artificial or dried flowers may be carried by the bride and her attendants, but may not be used anywhere else to adorn the church.

CANDLES: No additional candles will be allowed in the church besides the candles on the altar. A unity candle with tapers, both of which you are responsible for providing, may be placed on the altar with limited adornment. No oil lamps are permitted.

PHOTOGRAPHY: Photographers are requested to refrain from taking flash pictures, may not walk around during the wedding and must remain as unobtrusive as possible during the ceremony. Flash photography may be used during the processional and recessional. Quiet exposures and videotaping may be taken from a location that does not intrude upon the ceremony. A stationary video camera may be placed on a distant side of the chancel, the area inside the altar railings.

ROOMS AVAILABLE TO THE WEDDING PARTY AND GUESTS: Rooms available for the use by the wedding party and guests are: the sanctuary, narthex (welcome area), bride's dressing room and groom's dressing room (to be designated by the pastor), restrooms and the kitchen to be used only for drinks and snacks unless you are having the reception in the fellowship hall.

BULLETINS: Trinity Lutheran Church does not provide services for the design and/or printing of bulletins.

GIFTS: Trinity Lutheran Church is not responsible for gifts brought to the church. Gifts should be taken to the reception.

CLEANING: There will be a \$100 fee for the services of the church custodian to prepare the church for your wedding and to tidy up afterwards.

FEES:

- Church Pianist / \$200.00
- Custodian / \$100.00
- Sound System Operator / \$50.00
- Clergy Honorarium / \$300.00

INVITATIONS: The address for Trinity Lutheran Church is:

Trinity Lutheran Church
17750 Knollwood Drive
Monument, CO 80132

Directions to Trinity Lutheran Church are: From I-25, go east on Highway 105 one-half mile; turn right onto Knollwood Drive. Proceed approximately one-third mile; Trinity Lutheran Church is on right.

CHURCH BUILDING USE GUIDELINES:

No birdseed or rice will be allowed either inside Trinity Lutheran Church or outside on the church grounds. Scotch tape, masking tape, other adhesive substances, pins (other than on clothing), nails or tacks will not be used under any circumstances.

Only white rose petals may be used for the bride's processional.

The altar, pulpit, chairs and/or railings in the sanctuary of Trinity Lutheran Church will not be rearranged or removed.

Trinity Lutheran Church is a non-smoking facility. The use of alcoholic beverages on the church premises, church grounds or in the parking lot is prohibited. Please turn off all cell phones before entering the sanctuary.

Any damage to the church or church property should be reported to the pastor immediately. In the event of default of this agreement and damages are incurred as a result of the default, Trinity Lutheran Church may recover any and all costs of collection incurred as a result of turning this over for collection, including reasonable attorney fees and costs.

We have read and accept the wedding agreement of Trinity Lutheran Church.

BRIDE **DATE**

GROOM **DATE**

DATE OF WEDDING **TIME**