

Weddings at United Lutheran Church

3825 Erie St.

Racine, Wi. 53402

1-262-639-2038

Revised March, 2018

Congratulations on your upcoming wedding. We at United Lutheran Church want to do all we can to help you prepare for your marriage and future life together. We have prepared this document to explain our wedding policies and to guide you in your planning. We suggest that you read through this document before calling the church as many of your questions will hopefully be answered. We also strongly encourage that you contact the church prior to setting times and dates so as to make sure the church and the pastor are available.

Who to Contact?

United Lutheran Church Office: 262-639-2038. email - ministry@unitedlutheran.co

Pastor: Rev. John Bischoff Office: 262-639-2038. email – pastorjohn@unitedlutheran.co

What is A Wedding?

A church wedding is, first and foremost, a service of worship. The community gathers to join the couple in worshipping Christ and giving thanks for God's blessings. The couple share their vows and present their marriage as an offering to God. A church wedding is a congregational event. Church weddings grow out of a history of being a part of the life of a congregation. A wedding is most meaningful when the couple have been involved in the life of the church and know the community. If you or your partner are not active members, the pastor will suggest that you take part in the worship life of the congregation so that you may be a part of the faith community.

What is the “Rite of Marriage”

The service is based on resources used in the Evangelical Lutheran Church in America (ELCA). While there is flexibility in the service, you may notice that there are differences between what you see in the movies and on TV and weddings services in the church. Questions like “who gives this woman to this man?” and “do you promise to obey” are not used in ELCA marriage rites. The celebration of Holy Communion is offered if the couple wishes, participation in Holy Communion is open to all who are gathered. A typical wedding service is about 30-45 minutes in length. It typically contains 2-3 readings, 2-3 songs, prayers of the church, and the vows and a blessing.

Location

All weddings are conducted by a pastor of United Lutheran Church and are to be held in the Sanctuary of United Lutheran Church. In rare circumstances, a wedding may be held at another location.

The Date

The date of your wedding should be set well in advance, 6-months minimum. YOU MUST CHECK WITH THE CHURCH OFFICE, PASTOR, AND ORGANIST prior to setting your date as this will help ensure that the date you want is available. If you set your date without checking with the church first, there may be scheduling conflict where the date or pastor is not available. To schedule a wedding, fill out and turn in a “MARRIAGE REGISTRATION” form which is available in the church office or on our website. Once the form is turned into the church office and the \$150 deposit is paid to the church we can set the date on our calendar. The deposit may be refunded if plans for the wedding are moved to another location or canceled within one (1) month of the original date.

We do not conduct weddings on the following dates:

Holy Week and week following Easter, July 4, Thanksgiving Eve and weekend, December 20-Jan 6, most legal Holidays.

Rehearsals

Everyone taking part in the ceremony should be present at the rehearsal, except for the organist. The rehearsal takes about one hour and is typically scheduled between 5:00 and 7:00 pm on the **evening prior** to the wedding.

The Pastor

Scheduling a wedding will guarantee a service on the church calendar for that date, but it will not commit an individual pastor. Our pastor(s) will make every effort to commit to your date but the pastoral staff must reserve the right to substitute occasionally for one another in the event of scheduling conflicts or emergencies.

Organist / Musician

Unless other arrangements are approved by our organist or pastor, the church organist will play and coordinate the music for weddings. If you want someone else to play, you must arrange that in advance with the church organist.

The Marriage License

State law requires that you obtain a marriage license. Your license may be obtained from the county where you are a resident. As a general rule of thumb, you can start the process of getting your license one month prior to your wedding date. There is a waiting period between the time you apply and the time you may pick up your license. You are required you to bring your license to the rehearsal. You will receive two copies of the signed license immediately after the wedding service. The church will mail the license in for you.

Other Policies

Smoking is not allowed in the building.

Alcoholic beverages are not allowed in the building or on the premises. Consumption of alcohol prior to the wedding will automatically exclude that person from the service.

The throwing of rice, bird-seed, etc. is prohibited. Bubbles may be used outside.

We recommend that you find a printer who can help create and print your bulletins for the worship service. Prior to printing the bulletins the pastor will need to look over and approve the order of worship.

FEES

Deposit of \$150 to secure the date.

Custodial fee. A fee of \$200 to open, close, and clean up following the service.

Bulletins. If you wish to have the church create and print bulletins there will be an initial setup fee of \$200 and \$75.00 per every 30 printed bulletins using standard in stock paper.

Organist / Musician fees are determined and set by the organist and musicians. Please consult with them on their fees.

It is traditional that the pastor receives a honorarium - typically \$200.

Facilities: There is no charge for facility use for church members and their immediate families. Any party not a member of United Lutheran Church will be charged the following fees which must be paid three weeks prior to wedding date.

- a. \$300 for the Sanctuary.
- c. \$350 for Fellowship Hall for a reception.*
- d. \$350 for Fellowship Hall for a rehearsal dinner.*

*Food, servers, plates decorations etc are to be provided by the wedding party. It is suggested that you find a caterer to plan any meals.

WEDDING ARRANGEMENTS
United Lutheran Church, Racine WI.

Wedding Date: _____ Rehearsal Date: _____

Wedding Time: _____ Rehearsal Time: _____

Name: _____
(First) (Middle) (Last) (Gender)

Address: _____ Home Phone: _____

Cell Phone: _____ E-mail: _____

Marital Status: _____ Date of Birth: _____

Parents Names: _____

Child(ren)'s Names and ages if applicable: _____

Church Membership: _____

Occupation: _____ Work Phone: _____

Name: _____
(First) (Middle) (Last) (Gender)

Address: _____ Home Phone: _____

Cell Phone: _____ E-mail: _____

Marital Status: _____ Date of Birth: _____

Parents Names: _____

Child(ren)'s Names and ages if applicable: _____

Church Membership: _____

Occupation: _____ Work Phone: _____

COUPLE'S FUTURE ADDRESS IF APPLICABLE:

Wedding Party please list all people involved in your wedding party:

Ushers _____

Reader _____

Other _____

Ring Bearer _____

Flower Girl _____

Church Reservations:

Organist _____

Soloist _____

Custodian _____

Flowers to be left for Sunday Service? _____

Florist _____

Photographer _____

White runner _____

(provided by florist or yourself)

Unity Candle _____

(need to provide your own)

SUGGESTIONS FOR READINGS & HYMNS
for the
SERVICE OF MARRIAGE

Old Testament:

Ruth	1:15—18	Devotion
Ecclesiastes	4:9—11	Love in Spring
Song of Solomon	2:10—13	Devotion
Song of Solomon	8:7	The strength of love
Isaiah	63:7—9	Steadfast love

New Testament:

Matthew	7:24—27	Building of relationships
Matthew	19:4—6	Faithfulness in marriage, two become one
Luke	6:31, 37—38	Do to others as they would to you
John	2:1—10	The wedding at Cana
John	15:9—17	Loving as Jesus loves
Romans	12:1—2	A living sacrifice
Romans	15:5—6	Oneness
I Corinthians	12:31—13:13	A hymn of love
I Corinthians	13:4—7	A hymn of love
I Corinthians	13:4—7, 13	A hymn of love
I Corinthians	13:1—7	A hymn of love
Galatians	3:26—29	A partnership of equals
Ephesians	3:14—21	Secured in love of God
Ephesians	5:20—28	Loving as Christ loves
Colossians	3:12—17	Love binds together
I John	4:12—13	The strength of love

Psalms:

33	117	136
95:1—7a	127	150
100	128	

Other Readings:

Other readings of your choice, as would be appropriate to a Christian Service of Marriage, and negotiated with the pastor.

Suggested Hymns from The Lutheran Book of Worship:

<u>Hymn Number</u>	<u>Title</u>
551	“Joyful, Joyful We Adore Thee”
543	“Praise to the Lord, the Almighty”
534	“Now Thank We All Our God”
287	“O Perfect Love”
289	“Heavenly Father, Hear Our Prayer”
512	“Oh, Blest the House, Whatever Befall”
554	“This Is My Father’s World”
561	“For the Beauty of the Earth”



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