



*Immanuel  
Lutheran  
Church  
Wedding  
Booklet*



*Love is patient, love is kind.  
It does not envy, it does  
not boast, it is not proud.  
Love always protects,  
always trusts, always hopes,  
and always perseveres.*

*1 Corinthians 13:4 & 7*





# TABLE OF CONTENTS

Wedding Personnel ..... pg. 2

Introduction ..... pg. 3

Where to begin ..... pg. 3

Marriage Service ..... pg. 5

Other Service Consideration ..... pg. 6

Receptions ..... pg. 7

Music ..... pg. 8

Scripture ..... pg. 9

Marriage Promises (Vows)..... pg. 10

Wedding Fee Schedule..... pg. 11

Map of Wadena ..... pg. 12



***Called** and **United** through the Gospel of Jesus Christ,  
Our Mission is to **proclaim** and **respond** to God's presence among us.*

## Immanuel Lutheran Church Wedding Personnel

---

### **PASTORS:**

Nate Loer	Lead Pastor	nloer@wadenaimmanuel.org	(218) 631-2738
Megan Clapp	Associate Pastor	mclapp@wadenaimmanuel.org	(218) 631-6056

### **WEDDING CORDINATOR:**

Jil Fiemeyer	Wedding Coordinator	jfiemeyer@wadenaimmanuel.org	(218) 640-7906
--------------	---------------------	------------------------------	----------------

### **OFFICE STAFF:**

Elana Seibert	Administrative Secretary	eseibert@wadenaimmanuel.org	(218) 631-2738
---------------	--------------------------	-----------------------------	----------------

### **CHUCH ORGANISTS & PIANISTS:**

Allen Moe	Organist/Pianist	(218) 631-7160
Ted Masog	Organist/Pianist	(218) 445-5573
Deb Haraldson	Organist/Pianist	(218) 631-3137
Mary Snorek	Organist/Pianist	(218) 631-7219
Suzanne Moe	Pianist	(218) 631-7160
Anne Oldakowski	Pianist	(218) 631-5972

### **OUTDOOR BANNERS:**

### **RECEPTIONS:**

Gail Klunenberg	(218) 631-3877
-----------------	----------------

## **Introduction**

Congratulations on your up-coming marriage! We want you to have a beautiful marriage service and together a lifetime of joy and love. A marriage is an opportunity to celebrate your relationship with each other and with your family and friends. And for Christians, a marriage service is a worship service that includes your life long promises to each other and seeks God's blessing upon your marriage and life together. We encourage all who are married at Immanuel to plan a wedding consistent with the Christian understanding of marriage.

We welcome couples who are not members of Immanuel to be married here. However, if you are a non-member do note there are some differences between member and non-member weddings with regard to reservations, building use and fee structure.

As you prepare for your wedding, please know that you will be in our prayers and thoughts! If you have any questions, please feel free to contact any one of the Wedding Personnel with Immanuel Lutheran Church

Blessings!

The Staff of Immanuel Lutheran Church

---

## **Where To Begin**

There are many things to consider in your wedding planning. The following is by no means a complete list, but are some important things to consider as you plan for your service at Immanuel.

### **I. Schedule a Date and Time**

- ❖ As soon as you have chosen a date for your wedding, contact the church office at (218) 631-2738 to speak with the church Administrative Secretary, who will check the calendar and schedule the day of your service. Do this as far in advance of the wedding as possible. The date is not finalized until cleared with an Immanuel pastor.
- ❖ Saturday afternoon is the most popular time for a wedding. Photographs may be taken before or immediately following the service.
- ❖ Rehearsals will be held the evening before the wedding day, unless special arrangements have been made in advance with the Wedding Coordinator.

### **II. Pastor**

- ❖ The pastors at Immanuel want to help you plan your marriage service and support you in your married life. Pastors officiate at marriage services according to their availability, but if you have a preference, please state that at the time you request a date for the church. However, the pastors will make the final decision based on their schedules and commitments.
- ❖ If you wish a clergy person from another congregation to participate in the wedding, please consult with an Immanuel pastor first. (If no Immanuel pastor is to be involved, this must be cleared with an Immanuel pastor and the church wedding coordinator must be used). The marriage license is to be completed by the visiting clergy and if the bride or groom is a member of Immanuel, the original license is given to the Administrative/Financial Secretary at Immanuel.

### III. Marriage Preparation/Counseling

- ❖ Typically there are three pre-marriage sessions with the pastor. Currently two different resources are being used in these sessions are *Prepare-Enrich Inventor*, and *The Greatest is Love..* It is helpful in evaluating yourself and your relationship and identifies your strengths and possible growth areas in your relationship.

### IV. Wedding Coordinator

- ❖ A Wedding Consultant is required for all services to assist with the planning. The consultant will help with placement of flowers, candles, decorations; instruct the ushers in seating of guests, lighting the candles; and guide the couple in overall preparations. The consultant will also instruct the audio/lighting person the day of the wedding and see that the heat or air conditioning is set for the day. The Wedding Consultant will conduct the rehearsal, be with you on your wedding day and assist wherever possible.

### V. Musicians

- ❖ One of Immanuel's organists will normally play at all weddings where organ music is desired. It is the responsibility of the bride and/or groom to contact the organist to check availability and discuss the music. The organist may or may not attend the rehearsal. Before music is chosen and arrangements are made with a soloist, please read the section about music and discuss your plans with the pastor.
- ❖ An arrangement for the use of a soloist and/or other musicians is the responsibility of the wedding party, as well as the payment of any fees/honorariums to those asked participants.

### VI. License

- ❖ Weddings, regulated by the State of Minnesota law, require couples to secure a license to marry. This can be done six months to a minimum of one week before the service at any Clerk of Court office in the state. Locally the license is available from the Recorder's Office in the Wadena County Courthouse. Only one person need apply, but he/she must have proof of age for both persons and their social security numbers.
- ❖ If you have a pre-marriage certificate from one of the pastors the License is \$40.00, however if you do not have a certificate the license is \$110.00.
- ❖ The license should be brought to the church office a week prior to the service in order for it to be completed by the church administrative secretary and ready to be signed by the pastor and the witnesses. No marriage service can proceed without a license.

## **THE MARRIAGE SERVICE**

### **I. The Order of Service**

The basic order of service in the “Evangelical Lutheran Worship,” pages 286-291, is as follows:

- i. Processional
- ii. Greeting
- iii. Prayer
- iv. Scriptural Readings
- v. Meditation
  
- vi. Vows
- vii. Exchange of Rings
- viii. Announcement of Marriage
- ix. Blessing
- x. Unity Candle (Optional)
  
- xi. Prayers and Lord’s Prayer
- xii. Benediction
- xiii. Recessional

Music--solos, duets, congregational singing--may be placed at a number of different points in the above order of service.

We encourage you to read the service carefully and to discuss together what the service says about marriage. There may be some modifications to allow for individuality and personal circumstances. Family and friends may be used in the service to read the lessons and/or to assist in the prayers. Holy Communion may be celebrated during the service, if it is offered to all guests who are baptized, who believe in the real presence of Christ and who have previously received communion. The pastor presides at the service and ultimately decides what is appropriate.

## **OTHER SERVICE CONSIDERATIONS**

### **I. Rehearsal**

- ❖ Rehearsals are usually planned for weddings with more than six people in the wedding party. It is to help prepare the wedding party for the marriage service. The rehearsal takes approximately one hour and is usually held the day before the wedding. Musicians may practice before or after the rehearsal or at a mutually agreed upon time. Fees not already paid are to be paid to the pastor at the rehearsal.

### **II. Decorations**

- ❖ Two candles always stand on the altar. The church has two candelabras that may be used. If a couple chooses to light a Unity Candle, it and the two tapers are provided by the couple. It may be placed on the altar or a stand in the front of the church. Floral arrangements and aisle runner, if desired, are provided by the florist. The church has some green plants that may be used. No floral arrangements may be placed on the piano or altar, unless on the altar you place single white roses for the parents.
- ❖ Decorations down the center aisle of the church or sides are discouraged. However, the church does have candle holders that may be placed in the windows. If other decorations are used, they must be attached to the pews in a way that there is no risk of damaging the pews. Absolutely no tape or other type of adhesive may be applied to the pews.
- ❖ In addition, the church has outdoor banner stands and white banners that may be placed along the sidewalk leading to the main door of the church.

### **III. Ushers**

- ❖ A minimum of two ushers (more if more than 100 guests) are necessary to light candles, seat guests, etc. Attendants may be used as additional ushers. Ushers should be mature and responsible, as the nature of their tasks require confidence and decisiveness, as well as responding to any emergency that may arise.

### **IV. Bulletins**

- ❖ It is helpful, but not necessary, to have a printed bulletin to inform guests of the order of service and to give the names of participants in the wedding. You will need to discuss the order of the service with the pastor or wedding coordinator. The order of service needs to be turned in to the church office at least one week prior to the wedding.

### **V. Pictures**

- ❖ The couple controls both the time and the cost of the pictures, not the photographer. We encourage most pictures to be taken before the wedding, but must be completed at least 30 minutes prior to the service. Please notify your photographer of this requirement. No flash pictures will be taken once the service begins. (The time when the formal pictures are taken may be discussed with the wedding consultant.) The church will be open three hours before your wedding unless other arrangements are made. The couple and attendants, unless ushering, should not be out and around as guests arrive.

## VI. Audio/Video Taping, Sound and Lighting

- ❖ If several different microphones will be needed for the music, and a variety of lighting settings, it is recommended that couples use the church's audio/visual technician.

## VII. Custodian

- ❖ The custodian works behind the scenes to prepare the church for your wedding. He or she does the following:
  - Unlocks and locks the church for the rehearsal and wedding;
  - Turns on air conditioners or heat as needed;
  - Cleans the Sanctuary, the Concourse and other areas used before and after the service;
  - Sets up Sanctuary and narthex and if the reception is at the church, the Fellowship Hall;
  - Rearranges and sets up areas for Church and Sunday School the next day

## VIII. Gifts and Personal Belongings

- ❖ All clothing, purses, and personal items are to be removed from dressing areas before the wedding party walks down the aisle. This is for your protection.
- ❖ If gifts are brought to the church, the church assumes no responsibility for them. Someone should be responsible for them at all times.

## IX. Additional Notes:

- ❖ The wedding is a **Worship Service** of the church. Participants and guests should conduct themselves accordingly.
- ❖ We request that there be **NO THROWING OF RICE** or anything else in or outside of the church building. It is hazardous on floors and difficult to clean up. Bubbles are acceptable. If any physical damage to the church occurs by guests or the wedding party, there will be an extra fee charged for custodial clean-up and damages.
- ❖ **There is NO SMOKING allowed anywhere in the building or on the front steps. The use or possession of alcoholic beverages on Church Property is strictly prohibited.**

---

## **RECEPTION AT THE CHURCH**

The Fellowship Hall may be used for the wedding reception. If you wish to use the church facilities for your reception, you should request this when you reserve the date for your wedding.

Receptions catered by a professional catering service or those served by family and friends must have a member of the Immanuel Church Women present to supervise the use of the kitchen. Members wishing to have the Immanuel Church women serve their reception should contact the Immanuel Church Women's Wedding Reception Chairperson. When the women serve, the food is provided by the couple.

Wedding receptions must finish before 10:00 p.m., as the church needs to be reset to be ready for the following day.

## **MUSIC**

The Marriage Service is a service of worship. Music should therefore reflect the praise of God, the steadfast love of Christ, and the blessing on marriage of God's Spirit. It should be of high quality, setting a tone for a Christian marriage. It may be instrumental or vocal--solo, duet, small ensemble, full choir, or congregational hymn. Favorite music, not appropriate for a worship service, you may want to use at the Reception.

There are some questions to be asked about the music. If the answer is "yes," then the music is probably appropriate for the marriage service.

- 1. Does this music/text reflect praise and/or thanksgiving to God?*
- 2. Is it based on, or does it reflect, a Scriptural theme?*
- 3. Is this song in the form of a prayer?*

Following are some musical suggestions that are appropriate for a church wedding service. The organist and or soloist will likely have other suggestions as well.

### **Processionals or Recessionals**

Air from Water Music Suite - Handel  
Jesu, Joy of Man's Desiring - Bach  
Arioso - Handel  
Aria from Concerto Grosso XII - Handel  
Trumpet Voluntary in D Major - Henry Purcell  
Trumpet Tune in D Major - Henry Purcell  
Largo - Henry Purcell  
Canon in D - Pachelbel  
Chorale and Allegro from Suite Gothique - Boellmann  
Fantasia - Pachelbel  
Fantasy in A Minor - Bach  
Fantasy in C Major - Bach  
Prelude in D Major - Fischer  
Processional in G Major - Handel  
Psalm XIX - Marcello  
Psalm XX - Marcello  
Wedding March from A Midsummer Night's Dream - Mendelssohn  
Choral Song - Wesley  
Now Thank We All Our God - Bach, - Post or - Cor Kee (Last section)  
Joyful We Adore Thee - Beethoven  
Ten Small Prelude and Fugues - Bach  
Allegro Maestoso - Handel  
Trumpet Voluntary - John Stanley  
Wedding Bells - Peele  
Hymn to Joy (Beethoven) - Young  
Hornpipe - Handel  
Lord, Dismiss Us With Thy Blessing - Detjen  
Postlude in G Major - Handel  
Toccata in F Major - Buxtehude  
Toccata From Symphony #5 - Widor

### **Congregational Hymns**

*You are encouraged to include congregational hymns in your wedding service. They may be used for Processionals, Recessionals or in the service. Or a hymn may be sung as a solo.)*

Lord Jesus Christ, Be Present Now - ELW 527  
Hear Us Now, Our God and Father - ELW 585  
Children of the Heavenly Father – ELW 781  
Let All Things Now Living - ELW 881  
Joyful, Joyful We Adore Thee - ELW 836  
Praise To The Lord, The Almighty – ELW 858  
Spirit of God, Descend Upon My Heart - ELW 800  
All Things Bright and Beautiful - WOV 767  
Go, My Children, With My Blessing - ELW 543  
I Was There to Hear Your Borne Cry - ELW 732  
Bind Us Together - WOV 748  
As Man and Woman We Were Made - WOV 751  
Now Thank We All our God - ELW 839  
We Praise You, O God - ELW 870  
Come With Us, O Blessed Jesus - ELW 501

**ELW: EVANGELICAL LUTHERAN WORSHIP      WOV    With One Voice**

### **Traditional Vocal Selections**

Entreat Me Not to Leave Thee - Gordon Young or Song of Ruth - Charles Gounod  
A Wedding Song - Erik Routley  
Come Lord Jesus to This Place - Donald Busarow  
The Greatest of These Is Love - Daniel Moe or - Bitgood  
In His Care - Leland Sateren  
A Wedding Blessing - Walter Pelz  
My Heart Ever Faithful - J.S. Bach  
Wedding Prayer - Fern Glasgow Dunlap  
Psalm 128 - Robert Wetzler  
Ode to Joy - Beethoven  
Whither Thou Goest - Casslet  
Let Us Ever Follow Jesus - Manz  
A Wedding Benediction - Lovelace  
“Alleluia” - Vivaldi or Mozart

### **Contemporary Vocal/Instrumental Selections**

O Perfect Love - Joseph Barnby  
May the Lord Bless You (Benediction) - Cheryl Ann Furtak  
God, A Woman and A Man - Lilly Green  
Wedding Song (There is Love) - Paul Stookey  
The Gift of Love (solo or duet) arr. Hopson  
Entreat Me Not to Leave Thee - James Costing  
O Perfect Love - Phil White  
Make Us One, Father - Paul Johnson  
Holy Union - Pam Mark Hall  
Two In Love - Mark Henley  
He Has Chosen You For Me - Pat Terry  
We Have This Moment - Gloria Gaither  
Sabbath Prayer - Jerry Bock  
In This Very Room - Ron and Carol Harris  
Friends - Michael Smith  
I Will Be Here - Steven Curtis Chapman

## **SCRIPTURE**

Generally two or three Scripture passages are read at the Service. Other readings that are Christian may also be used. Some possible Bible readings are the following:

### **Old Testament**

Genesis 1:26-28, 31a	The creation of man and woman
Genesis 2:18-24	The creation of woman
Ruth 1:16-17	Where you go I will go
Song of Solomon 2:10-13	Springtime love
Isaiah 63:7-9	God's mercy remembered
Jeremiah 29:11	God's plans for you
Jeremiah 32:38-41	God's everlasting covenant
Hosea 12:6	Return to God

### **Psalms of Trust or Praise**

Psalms 23, 33; 34:2-9; 100; 117; 127; 150

### **New Testament**

Matthew 7:21,24-29	House built on a rock
Matthew 22:35:40	Love, the greatest commandment
Mark 10:6-9	The two become one
John 2:1-11	Wedding at Cana
John 15:9-12 or 15:9-7	Love one another
Roman 8:31b-39	Nothing will separate us from the love of God
Romans 12:1-2, 9-13	New life in Christ
1 Corinthians 13:1-13 or just verses 4-7:	The greatest of these is love Love is Patience, Love is Kind...
Galatians 5:22-26	The fruit of the Spirit
Ephesians 3:14-21	The love of Christ
Ephesians 5:21-33	Be subject to one another out of reverence for Christ
Philippians 1:3-11	Paul's prayer for the Philippians
Philippians 4:4-9	.Rejoice in the Lord
Colossians 3:12-17	New life in Christ
1 John 3:18-24	Love one another
1 John 4:7-12	Love one another for God is love

## **MARRIAGE PROMISES (VOWS)**

\*I take you \_\_\_\_\_(name)\_\_\_\_\_,  
to be my wife/husband 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.

\_\_\_\_\_(name)\_\_\_\_\_, I take you to be my wife/husband from this time onward,  
to receive, to speak and to listen, to inspire and to respond,  
and in all circumstances of our life together to be loyal to you  
with my whole life and with all my being.

I take you, \_\_\_\_\_(name)\_\_\_\_\_, to be my wife/husband;  
I promise before God and these witnesses to be your faithful husband/wife,  
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.

I take you, \_\_\_\_\_(name)\_\_\_\_\_, to be my wife/husband,  
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 better to understand ourselves, the world, and God;  
through the best and the worst of what is to come as long as we live.

In the presence of God and this congregation,  
I \_\_\_\_\_(name)\_\_\_\_\_ take you \_\_\_\_\_(name)\_\_\_\_\_, to be my husband/wife  
for better for worse,.....for richer for poorer,  
in sickness and in health, to love and to cherish  
until death parts us. This is my solemn vow.

Couples may write their own vows as long as they include a life long commitment of faithfulness.

Example:

\_\_\_\_\_(name)\_\_\_\_\_, I give myself to you as your husband/wife,  
from this day forward to join with you  
and share with you all that is to come.  
I pledge my love to you.  
I promise to be faithful to you and honest with you.  
I will respect, trust and care for you.  
I will forgive you as we have been forgiven,  
that together we may serve God and each other  
as long as we both shall live.

\*From the Lutheran Book of Worship

## **WEDDING FEE SCHEDULE**

	<b><u>Member<sup>1</sup></u></b>	<b><u>Non-Member</u></b>
<b>FACILITIES</b>		
Sanctuary Use	No Charge	\$100
Custodial Fee	\$50	\$75
Pew Candelabras (optional)	\$25	\$25
<b>PROFESSIONAL SERVICES</b>		
Pastor (includes pre-marriage sessions)	\$250	\$300
Prepare inventory <sup>2</sup>	\$35	\$35
Wedding Coordinator	\$100	\$125
Organists & Soloist(s) <sup>3</sup>	TBD	TBD
<b>CHURCH RECEPTIONS (optional)</b>		
Serving Fee (up to 200 guests) <sup>4</sup>	\$100	\$150
Linens Use fee (optional)	\$100	\$100
Silver Service Fee (optional)	\$50	\$50
Custodial Fee	\$50	\$50
Kitchen Fee	No Charge	\$50
<b>DEPOSIT</b>		
Required to reserve the church and non-refundable if wedding is cancelled 3 months or less before the ceremony	\$100	\$200

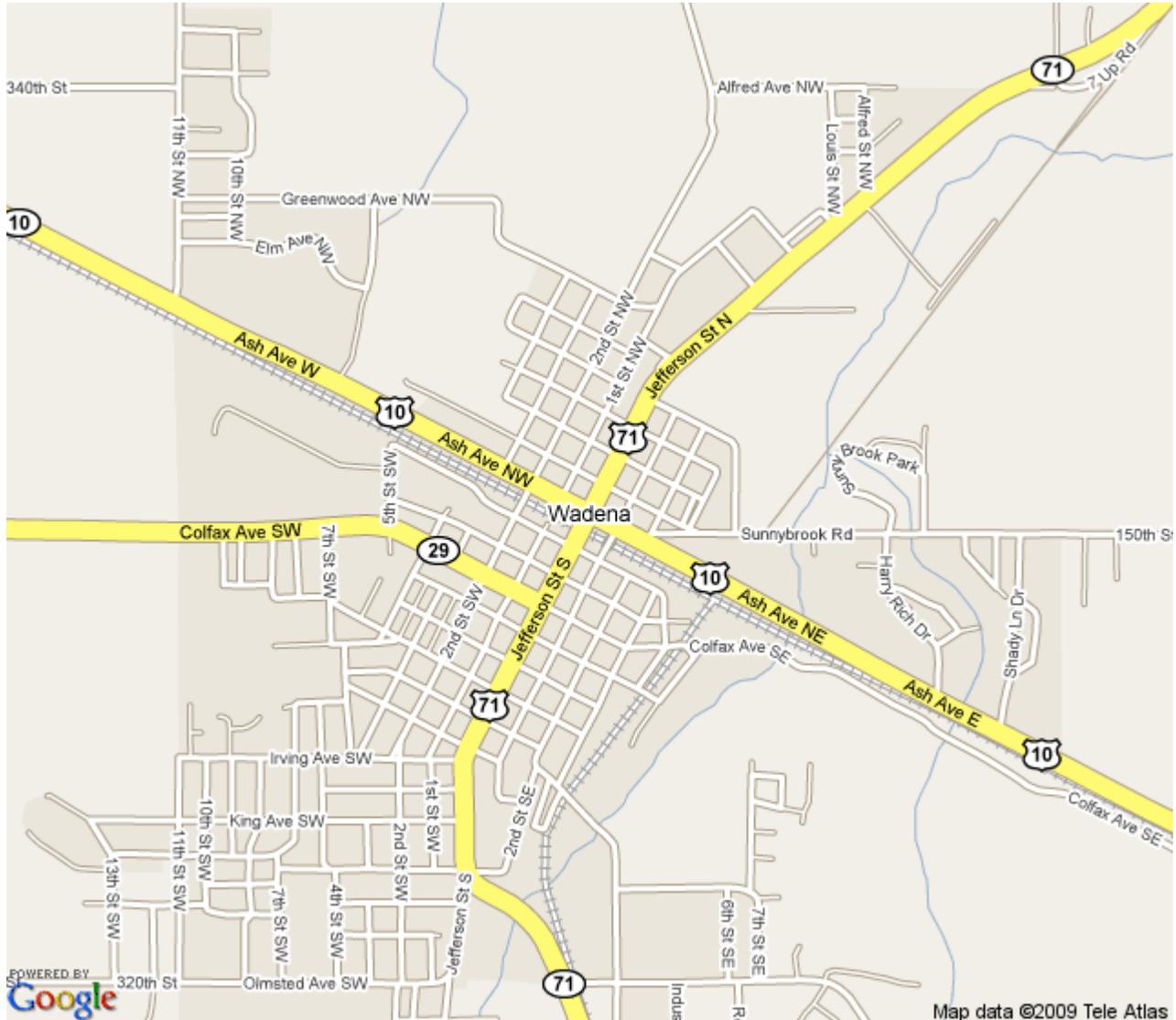
<sup>1</sup> Member/Non-member determination is made at the time the couple requests the facility

<sup>2</sup> All couples are required to do pre-marriage work with the pastor (or another pastor as arranged). The Prepare inventory fee is paid directly to "Life Innovations" on the day the couple takes it.

<sup>3</sup> Couples are responsible to coordinate and negotiate fees with their own musicians. A list of Immanuel organists and pianists will be provided if requested.

<sup>4</sup> Maximum number of reception guests is 200. This fee covers food service, cleanup, coffee, and kool-aid. Food must be catered by the wedding party. Service by our women's group is required of all church-hosted wedding receptions

## MAP OF WADENA



## IMMANUEL LUTHERAN CHURCH

**403 Second Street South East - Wadena, Minnesota 56482**

**Phone: (218) 631-2738 - Fax: (218) 631-7289**

**[www.wadenaimmanuel Lutheran.com](http://www.wadenaimmanuel Lutheran.com)**