

# Weddings

## GUIDELINES FOR YOUR WEDDING DAY

### **USE OF THE CHURCH FOR PICTURES**

The church is available to you for approximately four hours prior to your ceremony to dress and take pictures. It is our experience that doing your hair and makeup at a location other than the church works best. Allow approximately two hours before your ceremony for pictures. You must be finished with pictures in the sanctuary 30 minutes prior to the start of the ceremony. It is to your benefit to meet with your photographer in advance and make a list of the pictures to be taken. To save time, we suggest providing an individual with this list so they can have everyone in place. NOTE: If there are two weddings scheduled on the same day, pictures must be taken **before** the ceremony of the first scheduled wedding and immediately **following** the ceremony of the second wedding. Your wedding coordinator will assist you with the time frames.

### **REHEARSAL**

The rehearsal date is most commonly set for the afternoon or evening before your wedding day. Please plan forty-five minutes to an hour for the rehearsal and ask all bridal party members to **be on time.** We strongly encourage your musicians to be part of the rehearsal. If you are having a dinner following the rehearsal, schedule that time to allow for the possibility of a late start and drive time.

### **THE WEDDING PARTY**

The wedding service calls for two witnesses, they will be signing your marriage license. These are traditionally the Best Man and Maid/Matron of Honor. There are no restrictions on the size of your wedding party, but the average number of attendants is eight. Keep in mind there are many other ways to include your family and friends.

### **CHILDREN IN THE WEDDING PARTY**

Children in the wedding party should be of an age to take directions (usually age 4 or older). They may need someone to specifically attend to them as they start that intimidating walk down the aisle! They are usually asked to be seated with/or near the parents of the wedding couple.

### **PEW BOWS & AISLE RUNNER**

Bows may be placed on the ends of the pews if they do not mar the finish of the wood. (There are 17 pews on each side of the main aisle.) If you wish to use an aisle runner, you may obtain one from your florist. (The aisle length is 75 feet.) This is strictly optional.

## Central Lutheran Church

Lutheran Congregations in Mission with Christ

Pastor Paul Johansson

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## **DECORATIONS**

The altar area is usually decorated according to the liturgical season. Any decorations already placed in the church must be left in place. You may add to our decorations if you wish; however, decorating a church can be expensive. Furnishings in the sanctuary are not to be moved. The altar is a holy table and should not be used for camera equipment, flower bouquets or by the florist as a work table. Central's wedding banner will be placed in the lobby next to your guest book area.

## **UNITY CANDLE**

The unity candle and tapers used during the ceremony are to be provided by the couple. Please bring them to rehearsal and the coordinator will place them on the altar. Central also has a set of free standing floor candelabras (7 candles on each) available for use. Please indicate on the information form if you wish to use them. A rental fee of \$15 is charged for non-members.

## **WEDDING PROGRAMS**

Although the Church office does not print wedding programs, we will be happy to help you arrange an order of service for your wedding programs. Remember, before having your programs printed they need to be approved by the pastor or the office staff. If you have any questions, the pastor, wedding coordinator or pastor's administrative assistant in the church office will be happy to help you.

## **WEDDING PROCESSION**

Some possibilities for the order of the processional are listed below. Your final choice can be discussed with the pastor and/or wedding coordinator prior to the rehearsal.

1. Groomsmen, best man, and groom can be lined up in front. Bridesmaids and maid/matron of honor walk individually. Bride walks with parents.
2. Best man and groom line up in the front. Groomsmen and bridesmaids walk together. Maid/matron of honor walks alone. Bride walks with parents.
3. Groomsmen and bridesmaids walk together. Best man and maid/matron of honor walk together, groom walks with his parents, and bride walks with her parents.
4. Flower girl and ring bearer walk just before the bride or before the groom. Depending on age, may want to have children seated.
5. We are open to consider other variations you may desire. We will discuss with you at the rehearsal how you will stand at the service.

## **USHERS**

Some think that ushers are groomsmen who didn't make the final cut – contrary to that, ushers (who may be men or women) play an important role in the festivities.

The ushers' tasks are many and varied. They include:

- Before the ceremony begins, they assist the pastor or wedding coordinator in making sure everything is ready for the wedding.
- If an aisle runner is used, they may be responsible for rolling it out.
- Making sure people sit in the sections the bride and groom prefer them to sit in, inviting people who take a seat at the back to move up closer.
- If the usher is a man, he extends an arm to the woman guest and leads her to the pew with her escort following. When the pew is reached, the usher puts a hand on the pew and then steps aside so the guests may enter. Then the usher returns to guide someone else.
- If the usher is a woman, she does not extend her arm to those she seats, but walks by the side of the female guest and the man follows. The procedure is then the same as before.
- Check with the bride/groom as to how they want their guests seated. They may have guests that they want seated on the "brides side" because they are a close relative. In that case, those persons should be seated up near the front. As a rule for general seating we presume that all are friends of both and divide the guests evenly between sides.
- When all the guests are seated, the grandparents are ushered in, alternately, first the grandparents of the groom, then of the bride.
- Any guests who arrive after the procession has begun are seated **ONLY** by the side aisles, so as not to distract from the ceremony.
- One of the main concerns we have prior to the wedding is getting people in church and seated. In the summer, especially, guests like to stand outside and talk to each other. If parents prefer to stand in the narthex and greet guests, they must encourage the guests to be seated as they arrive. Late guests can delay the start of the wedding, or may have to wait to be seated down the side aisles **AFTER** the bridal party has processed down the aisle.

Ushers play a key role in the festivities and you should have at least two for a smaller wedding and possibly four for a larger wedding. They should be responsible individuals because their tasks are many and varied.

## *PERSONAL ATTENDANTS: Very Special Helpers*

If you're planning a formal or semi-formal wedding with most of the traditional happenings, this is one attendant you can't do without — and the one you should choose most carefully. If you have engaged a professional wedding coordinator, she/he may have an assistant to serve as your personal attendant. Otherwise, choose a person who is entirely dependable, and who would make similar decisions to remedy a situation that you would make.

Choose a person you can trust to tell you if your make-up needs to be refreshed or if your veil is slipping.

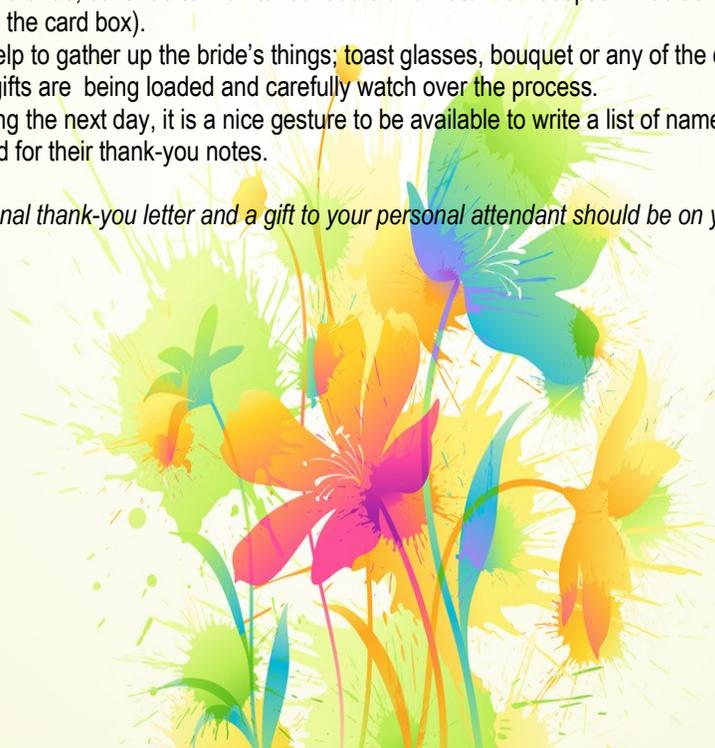
Unlike the maid/matron of honor and bridesmaids, this is a "hands-on" attendant. She's there to give all the practical help you'll need throughout the entire day. A personal attendant serves as a buffer between you and the normal wedding day problems. She will know who to inform about problems, large or small, so that you won't have to be troubled by them. We recommend **not** having the bride or groom's mother serve in this role.

She will meet you early in the day, equipped with a "bride's emergency kit" (see next section) and help as you and your attendants dress. She should have a list of names and phone numbers of the bridal party, parents, guests, hotels, and service people. She should be in charge of the "wedding day schedule" so the bride and groom can be gently reminded when it's time to move on to the next happening.

Personal attendants (have two if they are efficient and can work well together) should be prepared to:

- ♥ Make sure to have the name and phone numbers of the florist and musicians.
- ♥ A list of who will be receiving flowers is a good idea to assist the coordinator in identifying people.
- ♥ Stay with the bride while she is being photographed (if her photographer needs you, some of them like to do this themselves, or bring their own assistant along), helping the bride with her dress, train and veil as she moves.
- ♥ If the bride's train needs to be "bustled" she may want this while in the receiving line at church. (You'd be surprised how no one even notices if you're doing this!)
- ♥ Know the transportation schedule (who goes in which limousine or auto) be especially aware of people with special needs.
- ♥ Have maps or directions ready to give to guests departing the ceremony.
- ♥ After the ceremony, be sure someone has been designated to take the remaining items such as the Unity Candle, guest book, card box/gifts, flowers, etc. from the church. Check the dressing rooms for anything left behind by the bridal party.
- ♥ Proceed to the reception site to check on details there: servers, decorations, cake, head table arrangements.
- ♥ Sit at the table near the bride; continue to monitor schedule and watch for reception musicians or DJs. Be sure gifts are in a safe place (especially the card box).
- ♥ After the reception, help to gather up the bride's things; toast glasses, bouquet or any of the decorations she wants to keep. Also, make sure the gifts are being loaded and carefully watch over the process.
- ♥ If there is a gift opening the next day, it is a nice gesture to be available to write a list of names and gifts, as the bride/groom open them, to be used for their thank-you notes.

*A warm and sincere personal thank-you letter and a gift to your personal attendant should be on your list of first priorities, after the wedding.*



## ***BRIDAL EMERGENCY KIT***

As you think of all the possible things that could solve your wedding day emergencies, put them in a basket. Your personal attendant will need this kit.

Include:

- Fingernail polish: your color, your attendant's colors, and clear to fix stocking runs.
- Extra nylons, anti-static spray, spot remover.
- Mirror, brush, comb, hairspray, bobby-pins, safety pins, plastic bags for quick clean-ups.
- Extra make-up, wet washcloths in plastic bag.
- Hair dryer and curling iron.
- Sewing kit with scissors, thread to match all gowns.
- Telephone list of everyone in the wedding party and all suppliers and services.
- Shopping bags for attendants' clothes.
- Money for last minute errands.

## ***EXTRA SUGGESTIONS FOR YOUR SPECIAL DAY***

- ♥ Inform participants in wedding prior to rehearsal what is expected or planned. Sending an itinerary to all involved, with dates, times and places works well.
- ♥ Have a personal attendant(s), see other sheet for details.
- ♥ Assign responsibilities to others after the wedding: taking the guest book, gifts, flowers, etc. to your reception after the ceremony.
- ♥ Ask the wedding party to take belongings from dressing rooms before the wedding begins. Have a person responsible for checking rooms for the things left behind. DO NOT leave any valuables in the dressing areas. Take them to your cars beforehand, and lock them up.
- ♥ Give people who will do readings, a copy of their reading to rehearse before the wedding. Remind them to bring their copy with them to the wedding.
- ♥ It is a good idea to provide a snack (sandwiches, fruit, cheese/crackers, water) for the wedding party on the wedding day. This may be served in a designated room. Designate someone to clean up the debris so the room is left exactly as found. (Pick foods that won't stain your clothes – no mustard, ketchup or colas, etc. Use 7-Up or a clear beverage.)

We offer these guidelines to help you prepare for your special day.  
Hopefully, your wedding will be a festive, memorable and joyous occasion.  
When weddings are well planned the couple can relax and enjoy their day!

