

WEDDING PLANNING GUIDE



WLC.CHURCH
7380 AFTON ROAD | WOODBURY, MN 55125 | 651-739-5144

YOUR WEDDING AT *Woodbury Lutheran*

CONGRATULATIONS!

We are excited to walk with you as you become husband and wife. We wish to help make your wedding day a day of joy and celebration for you and for the people who will share this special day with you.

Our prayer is that these materials will help guide you so that your wedding will be a joyous act of worship. By attending to the details in a timely and thoughtful manner now, you and your guests will be able to focus on celebrating your union in the presence of God on the day you are married.

Your wedding will be more than just a ceremony or a ritual. In your wedding you will make vows of life-long faithfulness to the

one you love. God will be there in your vows to each other to bless your promises and give you what you need to keep them.

Your wedding, though, is only the first day of your life together. The marriage follows. So your preparations over the next months will focus not only on your wedding but also on your relationship. You'll dig deep into your relationship, probing your distinctive personalities, love languages, goals, similarities, and differences, as well as what God says about love in a Christian marriage. We are praying for you as you begin the journey to your wedding day and beyond!

WE'RE ENGAGED & HAVE A DATE – WHAT'S NEXT?

The church prefers six months advance notice as you prepare for your wedding and marriage. Here's a little checklist. It's likely you've done #1 already.

1. Fill out the Wedding Request Form with your desired date. Jenelle Rodemeyer, our pastoral assistant, will let you know she's received the form and if there are any questions. Please be sure to include your full legal name (*First Name, Middle Name and Last Name*).
2. Complete the Pre-Marriage Survey (*attached to our Wedding Request Form*). When both of you have completed this, a pastor will follow up. Pastor assignment will happen on a case-by-case basis.
3. Contact Jenelle Rodemeyer and go over your Wedding Packet. Read carefully through the guidelines and policies.
4. Contact our Lead Wedding Coordinator (*see back page*). *If your wedding will be under 25 guests, no wedding coordinator is needed (a discussion with the officiant will determine if a rehearsal is needed).*

5. Look at your calendar as you anticipate one session with the pastor officiating your wedding, and four sessions of premarital counseling with one of our counselors. See *Premarital Counseling* on the next page for details. Counseling should begin no fewer than six months prior to your wedding.
6. **If you are having an on site wedding, complete the Wedding Questionnaire/Worksheet for your Wedding Coordinator.**
7. Take care of each other and pray for each other in these busy months of planning.

OFFICIANT

All Officiating Pastors for weddings held at a WLC Campus, must be approved prior to the Wedding by the WLC Senior Pastor.



PREMARITAL COUNSELING AT WLC

Premarital counseling is required for all marriages performed at Woodbury Lutheran or off site by our WLC pastors. Studies show that couples investing time in significant premarital counseling enhance the likelihood of a lasting, enriching marriage.

You will begin with four sessions with one of our trained counselors. Each session takes about 90 minutes. You will take the **Prepare/Enrich Inventory** and discuss the results with the counselor. You will also be given reading assignments that will inform your conversations. These sessions and reading assignments help fulfill the policy for a fee reduction from the State of Minnesota.

Our goal is to prepare you for your marriage and not simply your wedding day. You may be thinking that you are too busy for this. This is an important step, and we want to work with you in this and offer a variety of options that will fit into your busy schedule.

We understand that your location may make it difficult for either one or both of you to meet with your premarital counselor face-to-face. To assist with that, we offer Zoom as an option. If that is your situation, please let Mary Law know and she will work with you on finding the best option.

You will then meet with your officiating pastor for one (possibly two) final session(s), focusing on your wedding service, Bible passages, and addressing your future relationship as husband and wife.

We often get the question, ***“Do we need to go through counseling if we’ve already been married?”*** and our answer is Yes! Whether the break in your marriage was due to a divorce or loss, you owe it to each other to start your new marriage on the right foot. As with any new relationship we bring our own quirks and challenges to the table. By going through premarital counseling, you are being equipped with the tools needed to establish your marriage on a firm foundation. You owe it to yourselves and your family to invest in this time together.

*“They will be my people, and I will be their God.”
Jeremiah 32:38*

BUILDINGS & GROUNDS / DECORATIONS

- **The Wedding Coordinator will open the church no more than 3 hours before your scheduled wedding start time.** Please inform your florist, photographer, etc. so they will know when they may get into the church. ***If an earlier start time is needed, please contact Jenelle Rodemeyer and discuss.***
- **Sanctuary furniture and fixtures may not be moved.** Please do not use sticky adhesives or tacks when decorating the pews or candle stands. 3M Command Strips, pipe cleaners, or transparent fishing line work well. There are 15 rows of pews in main aisle of the Valley Creek Campus Sanctuary (Seating 750 people), 8 rows of chairs in the main aisle of the Oak Hill Campus Sanctuary (Seating 225 people), and 20 rows in the main aisle of the Wakota Ridge Campus Sanctuary (Seating 250 people).
- Paraments on the pulpit and altar will be white, if you choose to have paraments during your ceremony. No changes of the wall decorations, or moving of band instruments, stands, etc. may be made.
- An aisle runner needs to be 75' for the Valley Creek Campus, 40' for the Oak Hill Campus, 65' for the Wakota Ridge Campus. A runner is required if a flower girl will drop petals.
- Both our Wakota Ridge and Valley Creek Campuses have screens permanently mounted above the altar or in the center. We can work with our AV ministry to create a backdrop that matches your tastes.
- If you choose to have a unity candle as part of your ceremony, the church will provide a stand for you. Unity candles, dripless taper candles, etc. may purchased from your florist or a local craft store, Amazon, Etsy, or St. Patrick's Guild in St. Paul. **Due to fire regulations, use of aisle candles are not permitted.**
- Only service animals are allowed in the Sanctuary.
- **Alcoholic beverages of any kind may not be brought on the church property.** *The bride and groom will assume the responsibility of making this known to members of the wedding party.*
- Out of respect for wildlife, no rice or silly string may be thrown indoors or outdoors. Bubbles or bells may only be used outdoors.
- **Woodbury Lutheran Church is not responsible for lost, stolen, or damaged items.** Please make arrangements to secure all of your personal property and gifts during the rehearsal and wedding.
- Be sure your photographer/videographer understands our policies found in this brochure (*See page 6*). No flash pictures or movement up front by a photographer are permitted during the procession and the service. Preservice pictures must be completed 30 minutes prior to the service. Placement of photographer/videographer during the ceremony must be made in consultation with the wedding coordinator.
- We encourage wedding parties to bring food and snacks with them. Eating is permitted only in designated areas.
- The wedding party is responsible to be sure that all rooms used for the wedding are left clean, garbage disposed of in containers provided, and dishes washed and returned to their cupboards.

SUGGESTED ORDER OF WORSHIP

Your wedding ceremony should be a service intended to worship the God who has called you together. It is a celebration of your union in which you seek Christ's blessing over your relationship. The service may have traditional or modern elements, but when everything is said and done—the music, the Scripture readings, the clothing worn, etc.—should be suited to a context of worship.

Suggestions for the order of worship for a formal wedding ceremony:

*Candles are lit approx. 30 minutes before guests arrive.
Guests are seated.*

Prelude

*Grandparents and/or special guest are seated
Groom's parents are seated
Bride's mother is seated*

Processional

Bridal Party

Bride's Processional

Bride and Father, (other)

Welcome

Invocation & Prayer

Scripture Readings

Message

Music

Introduction to Vows

Blessing and Exchange of Rings

Pronouncement of Marriage and Blessings

Music

Lighting of the Unity Candle

Prayers

Lord's Prayer

Benediction

Presentation of Couple

Recessional

Postlude

Receiving line in Lobby or at Reception Venue

SCRIPTURE READINGS FOR YOUR WEDDING

The reading of God's Word at your wedding will give God an opportunity to speak to you and to your wedding guests. Here is a list of often-used passages. The Scriptures may be read by members of the wedding party, relatives or friends, or you may ask the pastor to read them.

Genesis 1:26-31, 2:18-24
Ruth 1:16-17
Psalm 33, 67, 100, 117, 150
Proverbs 3:3
Ecclesiastes 3:1-8, 4:9-12
Song of Songs 2:10-13, 8:6-7
Jeremiah 32:38-41
Matthew 19:4-6, 22:35-40

Mark 12:28-31

John 2:1-11, 15:5-12

Romans 12:9-13

1 Corinthians 13:1-13

Philippians 1:9-11, 4:4-8

Ephesians 3:14-21, 5:1-2, 5:21-33

Colossians 3:12-17

1 John 4:7-12

Note: You may choose Scripture readings other than these. You may also choose a single verse (your wedding verse) on which the officiating pastor may base his message.

TWO SAMPLE WEDDING VOWS

We recognize that you want to make this day uniquely yours and writing your own vows is a special way to share your heart with one another. There is a difference between reciting your vows and sharing your promises. We encourage you to thoughtfully and prayerfully decide this. Through the sharing of traditional vows, you are solemnizing your marriage and so we ask that the bride and groom choose from the sample vows written here to repeat to one another.

I, NAME, in the presence of God and these witnesses, take you, NAME, to be my wife/husband, to have and to hold from this day

forward. For better, for worse, for richer, for poorer, in sickness and in health, to love and to cherish until death parts us. And I pledge you my faithfulness.

I, NAME, 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 and trust, help, and care for you; I will share my life with you; I will forgive you as we have been forgiven; and with you I will try to better understand ourselves, the world, and God through the best and the worst of what is to come as long as we both shall live.

MUSIC / MUSICIANS

Music in the service should reflect the praise of God, the steadfast love of Christ, and the blessing of marriage with God's Spirit. In order to set the tone for a Christian marriage, please contact the worship leader at the campus your ceremony will be located at to discuss the many options (See *the back page*).

"...a man shall leave his father and mother and be united to his wife, and they will become one flesh."

Genesis 2:24



WEDDING MUSIC SUGGESTIONS

Because wedding ceremonies at Woodbury Lutheran Church are worship services, it's important to adopt the mindset of planning a service that gives glory and praise to God for the marvelous gift of marriage. You likely already have some idea of what you'd like the music at your wedding to feel and sound like. Our worship leaders will be happy to work with you to create a music plan for your ceremony that will both honor Jesus as Lord and reflect your own personalities and creativity.

We are blessed to have a beautiful pipe organ at both our Valley Creek and Wakota Ridge campuses and have provided a list of suggested pieces below for your consideration.

You're certainly not limited to only organ music for your ceremony!

If you'd rather have piano music instead—or even a small ensemble of musicians that can be arranged. There are many possibilities for musical leadership in your wedding ceremony with room for a variety of styles, genres, and instrumentations. What follows are merely some introductory suggestions. You will work out the precise details of your ceremony with our campus worship leaders.

Processional Suggestions

Note that processional selection will be adapted to the length of your procession. If you choose to have a single piece of music for both the bridal party and the bride herself, the entrance of the bride will be announced by a crescendo on the organ to a louder, more commanding sound.

1. The Prince of Denmark's March (Purcell's "Trumpet Voluntary") by Jeremiah Clarke
2. Canon in D Major by Johann Pachelbel
3. Trumpet Tune in D Major by Henry Purcell
4. Trumpet Tune in E-Flat Major by David N. Johnson
5. Rigaudon in D Major by Georg Bohm
6. "Jupiter" Theme from The Planets by Gustav Holst
7. Trumpet Tune in B-Flat Major by Mark Shepperd
8. Rondeau in D Major by Jean-Joseph Mouret
9. A Thousand Years by Perri & Hodges, arr. Paul Hankinson

10. Oceans (Where Feet May Fail) by Hillsong UNITED
11. Air by J. S. Bach
12. Hymne by Vangelis, arr. Lorie Line
13. Walking with You by Lorie Line

Recessional Suggestions

1. "Hornpipe" from Water Music by G. F. Handel
2. "Wedding March" by Felix Mendelssohn
3. "Let the Heavens Declare" (Psalm 19) by Benedetto Marcello
4. Fantasia in G Major by J.S. Bach
5. Toccata in F Major by C.M. Widor
6. Carillon de Westminster by Louis Vierne
7. Hymn to Joy by Beethoven
8. Jesu, Joy of Man's Desiring by J.S. Bach

Prelude

Generally the choice of prelude music is left to the discretion of the musician(s), unless you would like to make a specific request.

Hymns & Songs

Perhaps no music will bless you more on your wedding day than the sound of your friends and family joining in one voice to bless you with words of hope, assurance, and love.

1. O Perfect Love
2. Love Divine, All Loves Excelling
3. The King of Love My Shepherd Is
4. Praise to the Lord, the Almighty
5. Lord of All Hopefulness
6. 10,000 Reasons by Matt Redman
7. How Beautiful by Twila Paris
8. Draw Me Close to You by Kelly Carpenter
9. When I Say I Do by Matthew West
10. I Choose You by Ryann Darling

SUGGESTED TIMELINE / CHECKLIST

SIX TO NINE MONTHS PRIOR TO THE WEDDING

- Contact one of our premarital counselors and make plans to begin your counseling sessions.
- Pre-marital counseling fee is due when you begin counseling.

THREE TO SIX MONTHS PRIOR TO THE WEDDING

- Contact the Lead Wedding Coordinator. This contact will begin the process of preparing the details at Woodbury Lutheran for your wedding day. Contact information is located at the back of this brochure.
- Contact Jenelle Rodemeyer to schedule time with the pastor who will officiate at your wedding.
- Contact the campus worship leader. Their contact information is located at the back of this brochure.

ONE TO TWO MONTHS PRIOR TO THE WEDDING

- Be sure to secure a marriage license from your county License Center.
- **Return your completed Wedding Questionnaire to the church office for your Wedding Coordinator.**
- Finalize your wedding service.
- Make arrangements with Jenelle Rodemeyer if you would like WLC to print your wedding service folders.

TWO WEEKS PRIOR TO THE WEDDING

- Bring the marriage license to the church office.
- Bring payments for those serving and assisting in your wedding using the envelopes enclosed in your Wedding Packet. Be sure to write checks to the individual performing the duty.
- Be sure your photographer/videographer knows our requirements. This info is located below.
- Contact your wedding coordinator with any special needs or questions.

NIGHT OF THE REHEARSAL

- Strive to have everyone there on time.
- Bring all copies of the wedding service folder.

- Bring the Unity Candle and drippless tapers, or unity moment items, to be used in your wedding service.
- Bring the aisle runner if you will be using one.
- Bring CD or flash drive if you are piping in music during the service.

QUESTIONS TO CONSIDER PRIOR TO YOUR DAY

- While the prelude music is being played, usually grandparents and parents who are not entering during the processional are ushered in and seated. Are there any others whom you wish to enter during the prelude?
- If parents and/or family members are divorced and/or remarried, have you considered the seating arrangements?
- As the prelude closes, often the groom will walk to the chancel area and the officiating pastor will also enter. Is this how you want this to take place or will the groom enter with his parents? With the other groomsmen?
- Will the bride enter with her father only, with both parents, or with another escort?
- Will the groomsmen enter separately with the pastor or will bridesmaids and groomsmen enter together as couples?
- Which scriptures will be read during the ceremony? By whom?
- Will you be using a vocalist, and what will they sing?
- Which vows will you use? Or have your chosen?
- What will you be doing for a Unity Moment during your ceremony? Will you light a unity candle? If you light a unity candle, will parents be involved in the ritual?
- How do you want to be introduced at the close of the wedding service?
- Are there other items you want included in the service? (For example: hymns, or special prayers)

Please have these answers prepared prior to the rehearsal. The wedding coordinator will be in touch with you throughout your planning to discuss.

PHOTOGRAPHY & VIDEOGRAPHY

- Please visit with the Wedding Coordinator before beginning to set up any equipment.
- Wedding photographs may be taken in the Sanctuary before guests arrive or after the wedding service. Pre-ceremony photographs taken in the Sanctuary must be completed 30 minutes before the ceremony begins. ***This may affect your service time!***
- Video equipment and Videographer must be set up at least 30 minutes prior to the wedding service.
- Sanctuary fixtures (Altar, Cross, Pulpit, Baptismal Font, Baptismal Candle, Advent Wreath) must not be removed. No sitting on top of the grand piano or placing any objects on it.
- Video equipment and Videographer should be positioned as inconspicuously as possible so as not to distract from

the wedding ceremony. Videographer should avoid going down the aisle or getting in front of the pulpit as the Wedding Party enter the Sanctuary.

- Flash photographs may be taken during the processional and as the couple exits the chancel or altar area. Photographer should be positioned near the back of the Sanctuary for the processional and behind the last row of pews as the couple exits. No flash or camera noise is permitted in the Sanctuary once the service begins. Non-flash time exposures may be taken during the service if the Photographer works quietly in the back of the Sanctuary or up in the balcony.
- Church light settings must not be adjusted unless discussed with Wedding Coordinator and/or Sound Technician.

MARRIAGE FEES

PASTOR \$300

- One follow-up session after the completion of premarital counseling.
- Guides the rehearsal for on site weddings.
- Officiates at wedding.
- A traveling fee of \$50 will be added for off-site weddings. If the wedding is outside of the 7-county metro area, mileage must be included.

WEDDING COORDINATOR (*flat fee*) \$200

- Contacts couple to discuss the planning of the ceremony. Available throughout planning process for questions.
- Required for all on site weddings with over 25 people in attendance.
- Coordinates the rehearsal.

PREMARITAL COUNSELING \$350

- Required for all weddings at Woodbury Lutheran Church or by pastors of WLC.
- An additional fee of \$35 will be charged for the cost of the Prepare & Enrich book. This fee is due when counseling begins.

CUSTODIAN \$150

- Required for on site weddings.
- Make your check payable to Brian & Theresa Ingram.

PIANIST/ORGANIST \$200

- Confers with the couple on the music.
- Plays for the wedding.
- For outside musicians please consult with the campus worship leader.

INSTRUMENTALIST or SOLOIST \$150

- Confers with the couple on the music.
- Plays or sings for the wedding.
- For outside musicians please consult with the campus worship leader.

SOUND TECHNICIAN \$150

- Required for all on site weddings.
- As we want to ensure the best sound quality for music and sound at the service, we secure the services of a professional sound tech to operate our equipment.
- Live stream of ceremony is only available at our Valley Creek Campus. There will be an additional fee of \$100.

BUILDING FEES (*Members Only*) NO CHARGE

- There is no building fee for members.

By reserving your wedding date, you agree to the above fee schedule.

Please Note: Checks should be made out to individuals, not the church.

Checks **MUST** be in the office 2 weeks prior to the date of the wedding (*unless noted otherwise*).

*"...Where you go I will go, and where you stay I will stay.
Your people will be my people and your God my God."*

Ruth 1:16

WEDDING COORDINATOR

The wedding coordinators at WLC will help make sure your wedding ceremony goes smoothly and guide you through our procedures and policies.

Our coordinators are available by telephone or appointment throughout the planning process. They will contact you approximately 2-3 months before the ceremony to schedule an appointment to finalize the plans for your wedding ceremony, and will welcome contact from you so that you have ongoing support throughout the process.

Coordinators are present for your rehearsal and receive your packet of license, certificates, fees and printed programs. They also direct the processional, coordinate signals with the organist, minister, and wedding party, instruct the ushers in their role, and assist your group in feeling comfortable in the process.

On your wedding day, the coordinators are available for each of you, your family, and the wedding party. They will direct the seating of grandparents, parents, coordinate the processional, and process the signed license.



- There must be two witnesses to the marriage who are at least 16 years old. Witnesses will meet with the pastor immediately after the ceremony to sign the marriage license.
- Be sure to purchase your marriage license six months to two weeks prior to your wedding date from the county in which you reside or the county in which you will be married. (For example both the Oak Hill and Valley Creek campuses are located in Washington County and our Wakota Ridge Campus is located in Dakota County.) By completing your 12 hours of premarital counseling the fee for this will be reduced.
- **Please bring all copies of the license to the Woodbury Lutheran Church office at least two weeks prior to the ceremony (whether your ceremony is on site or off site), along with any remaining fees.**
- Woodbury Lutheran staff will mail the official copy of your license to the county. The county will process your license and send you a typed official copy for your records.



WEDDING COORDINATOR

PASTORS

OFFICE STAFF

Jenelle Rodemeyer, Pastoral Administrative Assistant
651-739-5144 x220 | rodemeyerj@wlc.church
Jyl Dunavan, Worship Leader, Oak Hill Campus
651-263-6651 | dunavanj@wlc.church
Andree Payares, Worship Leader, Valley Creek Campus
651-770-4810 | payaresa@wlc.church
Nate Sabin, Worship Leader, Wakota Ridge Campus
651-592-9314 | sabinn@wlc.church