

Dear Bride & Groom,

Congratulations on your upcoming marriage. Your wedding will be one of the most joyous and memorable occasions of your lives, and as such should be planned carefully and thoroughly.

We at First Lutheran Church are committed to celebrating this happy event with you in a worshipful atmosphere. This brochure outlines the guidelines for weddings and receptions held here. As you set your date and begin to think about your plans, please notify the officiating pastor so that your wedding arrangements can be coordinated with the church calendar.

May God richly bless you as you begin your new life together.

Continuing Worship —

Married couples are urged to attend church regularly, whether in this church or in any other church of their choice. A common Christian commitment is not only a source of strength to both partners, but also a powerful stabilizing factor in marriage.



FIRST
LUTHERAN
CHURCH

*For further information or to
schedule an appointment to
begin planning your wedding,
please contact our
wedding coordinator*

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FIRST
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CHURCH

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Weddings



Scheduling

Weddings should be scheduled as far in advance as possible. Church functions have priority over wedding dates.

The preferred times for weddings are Friday evenings and Saturdays at 10:00 am, 1:00 pm, or 4:00 pm. Weddings may not be scheduled after 4:00 p.m. Saturday.

Note: No weddings are performed on Sundays, major holidays or away from the church.

Wedding Coordinator

Our Wedding Coordinator is responsible for arranging for the services of the organist, soloist, sexton, nursery, etc., and for coordinating the date with the church calendar. They will work with you in designing your bulletin; securing the various details for your service and administer the premarital counseling assessment required prior to your counseling sessions with the pastor.

Counseling

Couples planning marriage will meet with the pastor for a series of three or more counseling sessions, using the "Prepare and Enrich" premarital counseling materials.

Music

The Organist will provide prelude and postlude music and will participate in the rehearsal. The music should reflect standards of reverence for God, have artistic merit and tasteful dignity. Traditional or contemporary love songs which have no direct Christian content are more suited to be sung during the reception. All wedding music will be approved by the pastor.

Only First Lutheran congregational organists are used for weddings.

Flowers

Flowers will be provided by the wedding party. They may be left for the Sunday worship services and this will be noted in the Sunday bulletin.

The Marriage License

The pastor cannot perform a wedding without a valid Colorado marriage license in hand. For information, contact the county clerk's office at 520-6200.

The license must be in the church office the week prior to the wedding.

The pastor will see that it is properly signed after the ceremony and will return it to the county clerk to be recorded. *The church must have the license no later than 1 week before the wedding ceremony.*

Photography

Flash pictures may be taken before the ceremony as the bridal party processes down the center aisle and after the ceremony as the bridal party recesses down the center aisle. Pictures may be taken during the service from the balcony without flash. Posed formal pictures are usually taken after the ceremony; the time should be prearranged to avoid conflicting with other scheduled events. Video recordings are permitted, provided the equipment and technicians remain unobtrusive.

Decorations

The church provides liquid wax candles and two 7-branch candelabra. In order to prevent wax damage to the chancel area, regular wax candles cannot be used. A prayer kneeler is provided for the bride and groom. Aisle runners are not used. Rose petals may be sprinkled down the aisle provided they are silk. Pew decorations are permitted, however, candles cannot be used on pew decorations; care should be taken to avoid damaging the pews, using clip-on decorations (most florists know what these are).

The Christ Candle may be used during the service, however a Unity Candle cannot. We suggest you use your Unity Candle at your reception.

Other Guidelines

The wedding ceremony of the Lutheran Church is used in the service. Innovations are discouraged.

Other Christian ministers important to the bride and groom or their families may be invited by the officiating First Lutheran pastor to participate in the ceremony if requested. Rice, birdseed and confetti may not be thrown. If needed, bubbles are a suggested substitute. Holy Communion may be shared at the final counseling session or with the wedding party at the rehearsal, but not during the marriage ceremony. Your wedding may take place in the church Sanctuary or in the Worship Center. Seating capacity of the Sanctuary is approximately 400, seating capacity of the Worship Center is approximately 100-300.

Alcoholic beverages and smoking are not permitted at any time or any place on the church property. *It will be the responsibility of the bride and groom to make these rules known to the wedding party.*

All paperwork detailing your wedding must be returned to the wedding coordinator by your final counseling session.

Wedding Fees and Honoraria

Prepare/Enrich Counseling	\$35.00
Nursery Attendant (2 hours)	\$40.00
Sanctuary Wedding	No charge
Worship Center Wedding	No charge
Organist	\$150.00
Soloist	\$75.00 range
Other Musicians	\$100.00 range
Pastor	No charge
Bulletins	\$50 per hundred
Reception Fees:	
Library (70 or fewer)	\$100.00
Fellowship Hall or Gathering Place:	
fewer than 100	\$100.00
101 - 150	\$125.00
151 - 200	\$150.00
over 200	\$175.00
Parish House:	
fewer than 50	\$100.00
51 - 99	\$150.00
100 - 125 (maximum)	\$175.00

Reception Procedures—All receptions are coordinated by the reception coordinator, who sets up for the reception and supervises serving and cleanup. The church provides the room, the silver, glassware and linens. **The wedding party provides the refreshments, paper products and helpers.**

Cake, punch, nuts and mints are considered acceptable reception food, no other foods are permitted - no alcohol is permitted

Our Wedding Coordinator will work with you and our Reception Coordinator in arranging your reception.

Method of Payment

Fees for the Organist, Soloist and any other musician should be *made out in their name* and delivered to the church no later than the rehearsal.

Checks for all other fees should be made payable to:

First Lutheran Church

Payment of all fees is expected one week before the wedding date.