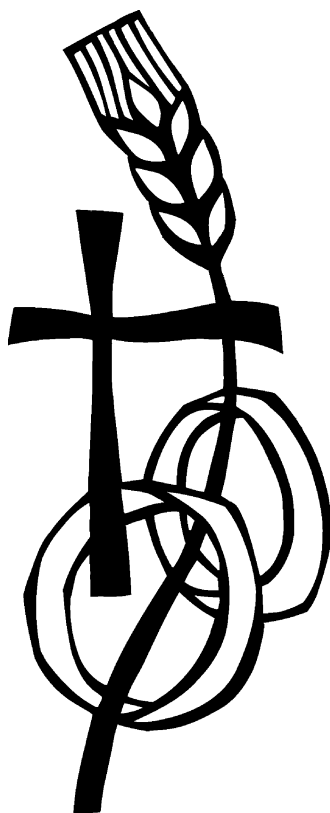


WEDDING GUIDELINES



GOOD SHEPHERD LUTHERAN CHURCH

MARRIAGE

"Marriage is a holy estate, ordained of God, and to be held in honor by all." It is the joining together of two lives. It is God's intention that those who marry should have joy and happiness, should give themselves to each other, and should share their total lives. Therefore, it is proper to have the marriage solemnized in a service of worship in the church.

FOREWORD

The information provided in this booklet is general in nature and offered to assist in planning your upcoming wedding. It will not answer all your questions, but will answer those most frequently asked. For any additional information or if you have any questions or concerns about these guidelines, you may contact one of the Pastors, a member of the Wedding Guild, or the Church Office (803-787-4413).

Weddings are provided for members of Good Shepherd Lutheran Church family and for non-members who are active in the life of the parish. Facility fees will be charged for other weddings (see "Fee Schedule," p. 7).

We request that you honor these guidelines and requests so that your wedding will be a memorable worship experience and a witness to Christ's presence among us.

I. SCHEDULING REQUIREMENTS

1. Consult with one of the pastors concerning your wedding at Good Shepherd.

2. Consult with the church office to request a date/time of your wedding on the church calendar and the pastor's personal calendar. Weddings are not scheduled during the penitential season of Lent or during Holy Week. A time should be scheduled for the wedding rehearsal. If you desire to hold a reception at Good Shepherd, this should be confirmed on the church calendar, also. Non-member requests require Congregational Council approval.

3. After these dates/times have been confirmed, the office will work with the bride to assign a Wedding Director from the Good Shepherd Wedding Guild. The Wedding Guild is a group of trained persons, dedicated to assisting the Pastor in the details of the wedding rehearsal and ceremony held at Good Shepherd.* It will be the Director's responsibility to be available at mutually agreed upon times to aid you in your planning. Wedding directors or consultants from outside the Good Shepherd Wedding Guild are not allowed. (See "Fee Schedule," p. 7.)

4. Schedule an appointment with the Wedding Director to receive and review "Wedding Guidelines." Bride, bride's mother, groom, or whoever may be significantly involved in wedding plans may be present for this consultation.

5. Pre-marital counseling by the Pastor is required.

6. The church organist, unless unavailable, will be the organist for the wedding. It is the responsibility of the bride to contact the church organist to confirm your wedding date. If Good Shepherd's organist is not available, the organist and the Pastor will help in the selection of a suitable organist. A guest organist may only be used after consulting Good Shepherd's organist.

II. SOUTH CAROLINA LAWS REGARDING MARRIAGE

1. Obtain a marriage license from any county court house in South Carolina. The Richland County Marriage License Bureau is located in the Richland County Judicial Building at 1701 Main Street, telephone 576-1992. Office hours are Monday through Friday, 8:30 a.m. to 5:00 p.m. Both persons must be present to apply, but one may pick up the license after applying. Both persons must have their Social Security Card and one other form of identification (Driver's License, Military ID, Passport, etc.). Additional information can be found at www.rcgov.us/probate.

2. A blood test is not required by the State of South Carolina. If you are over the age of 18, you must present birth certificates or drivers' licenses. Persons under 18 years of age must be accompanied by a parent and present a certified copy of their birth certificate which will remain with the bureau as a permanent record.

3. A 24-hour waiting period in securing your license is required, but there is no expiration date. The cost of a marriage license is \$41.50 (cash only). A one time \$50.00 tax credit is available for premarital counseling. The certification must be signed by the counselor and submitted at the time of making the application.

4. The marriage license should be brought to the Pastor **at least three days** prior to the wedding date.

III. WORSHIP

1. The Christian wedding service is an act of worship and should be planned with the criteria that shape all parish liturgies. Here Christians come together to offer special thanks and praise and to ask God's blessings upon this bride and groom as they join their lives together. It is a joyful occasion of worship directed to God and must be Christ-centered in emphasis.

2. Everything is to be an expression of worship to God and appropriate to such an occasion – the music, decorations, processional, liturgy, recessional, words, behavior, attitude, and manner of dress – of wedding party and guests.

3. It is highly desirable that an acolyte from the church light the candles, especially the altar candles. However, any Christian approved by the Pastor and instructed by the Wedding Director may light the altar candles. It is permissible for ushers to light the candles in the nave, though it is preferred that the acolyte (if used) light all the candles. If a crucifer is used, this person must be a Christian and should be familiar with the carrying of the Processional Cross. (Referral of names may be given.)

4. The entire congregation should participate in worship. Each one is asked to pray in silence and hear the Word spoken and sung. Each may be asked to read the Psalm, sing the hymn and pray the Lord's Prayer – as indicated in the bulletin or the announcements by the Pastor.

5. For your information, Good Shepherd seats approximately 475 people.

6. If bulletins are desired, this is the responsibility of the bride's family. A draft of the wedding bulletin should be submitted to the Wedding Director a minimum of 4 weeks prior to the wedding for review prior to printing.

7. The Pastor is in charge, with the Wedding Director assisting him/her, at the rehearsal and the wedding service.

8. Other pastors may participate in the service with the approval of the Pastor and/or Congregational Council. An invitation from the Pastor will be extended to the guest pastor.

IV. MUSIC

1. All music used in connection with the wedding shall be appropriate for a Christ-centered service of worship. Any special requests must be planned with the Pastor and the church organist. This includes all music preceding the ceremony.

2. The church organist will assist the couple in the selection of appropriate music and will recommend soloists and other instrumentalists, if you desire these services. (See "Fee Schedule," p. 7.)

V. DECORATIONS

1. All decorations should aid in the worship of God, and in a Lutheran Church, should focus attention upon the altar. Fresh cut flowers should be placed in the vase behind the altar, as is customary for other services of worship. It is not necessary to have any additional decorations. The size of the wedding party will determine what additional decorations may be used. Candelabra should be limited to two (2). The Wedding Director should be consulted in regard to the use of any palms, etc.

2. The proper paraments for the season of the Church Year will be used.

3. No additional decorations are to be placed on the altar.

4. Ribbon and/or greenery may be used for pew markers. However, you are asked not to use tacks, nails or clamps which may mar the furniture.

5. No furniture or musical instruments may be moved.

6. No aisle runner may be used.

7. Only artificial petals may be scattered if a flower girl is used.

8. A wedding kneeling cushion is available if the couple desires to use it. A "prie dieu" is also available. If you desire a traditional wedding "prie dieu," one may be rented if not too ornate or distracting. If this is done, it will be the responsibility of the bride's family to secure it. Pew torches and a wedding banner are also available if the couple desires to use them. A Unity Candle stand is available for use, if desired. The candles for this stand must be purchased by the bride's family and brought to the church at least 2 weeks prior to the wedding to be prepared for use with this stand.

9. All flowers and other decorations should be delivered to the church and be in place no less than two hours prior to the time of the wedding service.

VI. PHOTOGRAPHS

1. Pictures taken during the service disturb the worship. **The photographer and guests known to be amateur photographers should be instructed that no pictures are to be taken during the service.** The bride is responsible to go over with the photographer these guidelines, perhaps even giving him/her a copy of this section. A flash picture is permitted **only** of the procession of the bride/escort and the recession of the bride/groom and parents. Time exposures with no flash of light involved (and no noise) may be taken provided the photographer is in some very inconspicuous place like the very back of the church or balcony. Ushers will be instructed to inform guests with cameras of these restrictions also.

2. There is no objection to taking pictures in the church after the service as long as this is done with proper reverence for the house of God. The pastor(s) will gladly cooperate after the service in re-enacting any part of the wedding. If posing for pictures is desired, frequently the best time is immediately after the service, before the reception. Members of the wedding party should be informed of this at the rehearsal and reminded of this prior to the service.

3. It is not considered good taste to keep the guests waiting a long time at the place of the reception. Thus a lengthy delay for the sake of taking pictures should be avoided.

4. The service may be videotaped and/or recorded. Additional lighting for videotaping is not permitted, however. All equipment and the operator of it should be located in the balcony.

VII. REHEARSAL

The rehearsal is important. If a beautiful, reverent, and graceful ceremony is desired, everyone in the wedding party should be present. Parents (as well as grandparents, and anyone specially ushered in) of both the bride and groom should attend the rehearsal. It is extremely important that the rehearsal begin and end on time. The bride and groom are responsible for seeing that everyone is at the appointed place at the appointed time.

VIII. RECEPTION

1. Receptions may be held on the church grounds.

2. Alcoholic beverages are prohibited on the church property.

3. Care must be taken that equipment and supplies of the church not be misplaced or damaged, and that rooms used be promptly cleaned and ready for church use.

IX. GENERAL NOTES

1. "Bride's Room"—The parlor on the lower level of the sanctuary building is available for the bride and her attendants for dressing. No food or drinks are allowed in the Bride's room, but are allowed in Classroom 1. Care should be given to leaving this room properly cleaned before departing for the reception after the wedding.

2. Smoking is not permitted in any part of the church buildings, including rest rooms.

3. Courtesy dictates personal invitations to all individuals whom you desire to attend the various functions celebrating the marriage, i.e., rehearsal party, wedding reception, etc. The pastor(s), organist, wedding director, etc., will not assume he/she are included if an invitation has not been extended.

4. Any outside sending tradition must be environmentally friendly.

X. FEE SCHEDULE

As a member of Good Shepherd Lutheran Church, there is no charge for the use of the facilities. Fees, however, are asked for the services of those persons who will assist you with your wedding. Payment of all fees is required at least two weeks in advance of your wedding date. Checks should be made payable to each individual for his/her services. Payment for the custodian fee and facility fees should be left in the Church Office.

Organist: Includes consultation with bride/groom, rehearsal, and wedding – fee to be set by organist. Additional fees may be required if accompanying soloists or other musicians who require extra rehearsals.

Soloist: (to be set by soloist)

Instrumentalist(s): (to be set by individual)

Custodian:

After any wedding and/or reception, the church shall be cleaned to accommodate the worship services of the congregation. This cleaning is additional and compensation is the responsibility of the bride's family. If there is exceptional damage repair or cleaning required, the cost of these are also the responsibility of the bride's family. The Wedding Director will coordinate with the church sexton and make these arrangements. Checks should be made payable to the sexton.

Wedding \$ 125.00 (member) \$225.00 (non-member)
Reception \$ 75.00 (member) \$125.00 (non-member)
*After Rehearsal \$ 50.00 (member) \$75.00 (non-member)
(*Optional)

Wedding Director: Planning/rehearsal/wedding –
\$200.00 (member) \$300.00 (non-member)

If you are **not** a member of Good Shepherd, the following fees may also be required:

Use of Building (rehearsal/wedding)	\$500.00
Use of Building (reception)	\$300.00
Pastor (counseling sessions/rehearsal/wedding)	\$400.00

GOOD SHEPHERD LUTHERAN CHURCH
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Organist	Susan Sturkie	788-6807 sloopystur@aol.com
Sexton	Joey Allison	787-4413
Wedding Directors	Gaye Collins	782-2815, 917-8428 wildbird55@bellsouth.net
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