



Getting Married at Bethel!

Congratulations on your engagement! We look forward to helping you plan a wonderful, memorable wedding day and helping you prepare for a happy marriage.

What to Do First:

1. Contact the church office to reserve the date.
2. A wedding coordinator will contact you about six months prior to your wedding.
3. Contact the pastor to begin pre-marital meetings. This should be done about six months prior to the wedding. The church office phone number is 701-642-4472.

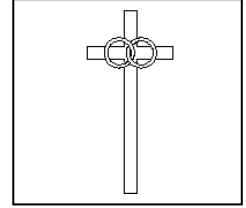
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Policies for Weddings at Bethel Lutheran Church, Wahpeton, ND

Requirements:

- If the wedding is in North Dakota, a valid North Dakota marriage license is required. If the wedding is in Minnesota, a valid Minnesota license is required. Minnesota has a waiting period. The license shall be brought to the church office at least two weeks before the wedding.
- **BEGINNING JANUARY 1, 2016: All couples are required to attend a Pre-Marriage Retreat through LifeWorks Group, LLC before meeting with the pastor.** Please refer to www.LoveCommitSucceed.com and sign up for a retreat as soon as possible. The cost is \$300 for the retreat. Once the couple has attended the retreat, the couple will meet with the pastor to talk about any other issues, as well as plan the ceremony!
- **BEFORE JANUARY 1, 2016:** Premarital Sessions with a pastor are required before a couple will be married at Bethel. Couples are responsible for the cost of the inventory used for these sessions (\$35).
- **Payment of all fees shall be made to the wedding coordinator at the time of your meeting.** The wedding coordinator has a list of the names of who the checks are to be made out to.
- The services of one of our wedding coordinators are required for all weddings at Bethel.
- Wedding services will not be performed on holiday weekends.



Who Can Get Married at Bethel

- Members of Bethel Lutheran Church, Wahpeton, ND
- Members of other neighboring ELCA congregations who need a larger sanctuary to accommodate wedding guests. One of Bethel's wedding coordinators is required to be a part of the planning of these weddings.
- Bethel is not available for non-member weddings.

Expectations about Weddings

- Cell phones will be off or on silence mode.
- No flash photography during the ceremony.
- Photographers and videographers shall consult with pastor or wedding coordinator before the ceremony. No photography from the front of the church without pastor's approval.
- At no time shall any altar appointments, hangings or candelabras, music equipment or furniture be rearranged for any reason. Wicks on the candelabras are not to be adjusted.
- Decorations for the wedding shall be done prior to the rehearsal or the morning of the wedding.
- Decorations placed in the church must be fastened in a manner that protects the woodwork or surface of the item being decorated. Decorations, gifts and personal items must be removed from the church following the wedding.
- The keyboard is not available for use in the balcony.
- Altar flowers may be left for Sunday Services. Notify the office if you wish to do so.
- Bethel Lutheran Church assumes no responsibility for any gifts brought to the church.
- The couple is responsible for making sure that areas where food is served or consumed are cleaned up after the wedding.
- No real flower petals should be used down the aisle. Please use silk flower petals.

Who May Officiate at a Wedding at Bethel

- The Pastors called to serve at Bethel are responsible for officiating at weddings at Bethel.
- If a neighboring ELCA congregation requests the use of Bethel's facility in order to accommodate a large wedding, the pastor of that congregation will officiate at the wedding and will be responsible for pre-marital counseling.
- Other pastors may officiate or take part in a wedding only at the invitation of one of Bethel's current pastors
- Pastors can refuse to marry a couple.



Music

- Weddings at Bethel are worship services. All music used during the service must be appropriate for a worship service. Music must be approved by the pastor.
- Every organ is different. Guest organists must contact Bethel's organist to arrange time to become familiar with Bethel's organ.



Off-Site Weddings

- When a member couple chooses to be married off site and one of Bethel's pastor is officiating at the ceremony, the couple is responsible for mileage and other expenses. This includes travel and/or lodging for the rehearsal.

Restrictions:

- The use of alcohol or banned substances is prohibited in the church building, on the church parking lot or grounds.
- Smoking is not allowed in the church.
- Members of bridal party under the influence of alcohol or any other intoxicating substance will not be allowed to take part in the wedding.
- If the bride or groom is under the influence of alcohol or any other intoxicating substance, the wedding will not take place. Marriage is both a religious and legal commitment which must be undertaken with a clear mind and unimpaired consent.
- No guns are allowed in the church building.
- Throwing of rice is prohibited. (Bird seed or bubbles used outside are great alternatives.)

Food:

- Receptions may be held in the fellowship hall. The wedding coordinator will provide information about serving items available, set-up, decorating, etc. Arrangements must be made with the wedding coordinator if the fellowship hall and kitchen are going to be used. There is a charge for use of the fellowship hall and kitchen.
- Food may be brought in to the Centennial Room kitchenette for serving before the wedding. The couple is responsible for clean up of left over food, and clean up of areas where food is prepared, served or consumed.

Wedding Coordinator

- The services of a wedding coordinator are required for weddings at Bethel.
- The wedding coordinator is responsible for collecting fees and distributing them to the appropriate people.

- The wedding coordinator is responsible for scheduling a meeting with the couple. **Wedding fees are due at the time of the first meeting.**
- The wedding coordinator is present at the rehearsal and the wedding to answer questions and ensure things go smoothly.

Useful Information

- If your reception will be held in the church fellowship hall, a meeting with the custodian is highly recommended. To contact the custodian call the church office: 701 642-4472
- The church office does not prepare or print wedding bulletins.
- If Holy Communion is going to be part of the wedding, consult with the pastor.
- Laws concerning marriage in Minnesota and North Dakota are different. Minnesota has a waiting period and a substantial marriage education discount – North Dakota does not. Minnesota has a 5 day waiting period – North Dakota has none. Minnesota marriage licenses are good for 6 months – North Dakota’s for 60 days. Witnesses must be 16 or older in Minnesota – ND guidelines say 18 or older.
- Check with the county courthouse before going to apply for your marriage license to determine what you need to bring with you. Some required documents must be certified copies – a photocopy is not a certified copy. **Apply for a license in the state where the wedding ceremony will take place.**
- Wedding flowers may be left for Sunday services. Please check the flower schedule with the church office if you wish to leave them for worship.

There is no charge for using the following items. Indicate on the wedding checklist if you wish to use any of them:

- Blue and white wedding banner which reads: “The greatest of These is Love”
- Unity Candle Holder
- Guest book table with lace tablecloth (book and pen are not included).
- Upon request, a table can be set up in the narthex to accommodate gifts. Bethel Lutheran Church assumes no responsibility for any gifts that are brought to the church.

Facts and Figures:

- The church has plastic pew clips that need to be used to affix decorations to the pews. There are 17 pews on each side of the church.
- The aisle length is 75 feet from the bottom step to the back of the church. Aisle runners can be a safety hazard. They may be used but are not recommended.
- Seating capacity in the church is 425.
- The fellowship hall can be set up to handle no more than 220 guests.



Wedding Fees

- Checks for wedding fees are made out to recipients.
- The wedding coordinator will provide the names of the people receiving fees.
- The wedding coordinator collects and distributes fees and gratuities.

Fees:

Wedding Coordinator:

Without reception at church	\$75.00
With reception at church and/or communion*	\$100.00

Custodial fees:

Church	\$75.00
<i>(Includes use of the sanctuary, narthex, nursery, youth room, Centennial Room and kitchenette, and rest rooms)</i>	

Fellowship Hall and Kitchen	\$75.00
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Sanctuary Candles (oil, upkeep, etc.)	\$20.00
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Sound System Fees	\$50.00
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Suggested Gratuities:

Pastor	\$150.00
Organist/Accompanist/CD Music	\$ 90.00 - \$150.00
Soloist	\$ 50.00 - \$100.00

* If Holy Communion is part of the service, the couple provides the bread and wine.

Bethel's Wedding Coordinators:

Michelle Meyer – 701 640-4982

mmeyer_33@hotmail.com

Melissa Klose – 701-403-9179

mklose@wccobelt.com

Cyndy Gustafson – 701-640-8981

ckolle@co.richland.nd.us

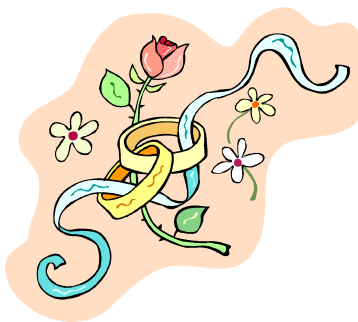
Bethel's Organists:

Mary Jane Pauly - 701-642-4517

mjpauly@agwireless.net

Stacy Owens - 640-1504

stacy.owens@ndscs.edu



Wedding Checklist

Wedding Date, Time and Place _____

Bride/Groom full legal names: _____

Number of Attendants _____

Full legal names of those signing marriage certificate:

Contact Person _____

Phone _____

Email _____

Rehearsal Date/Time _____

Wedding Coordinator _____

Officiant (*pastor*) _____

We plan to use:

_____ Wedding Banner _____ Pew Clips _____ Sand ceremony

_____ Gift Table _____ Guest book table

_____ Unity Candle _____ Guest book tablecloth

_____ Microphone (*circle location*) balcony front of church both

_____ Fellowship Hall and Kitchen (*custodial charge applies*)



Other notes for the custodian: _____

Wedding coordinator – copies go to custodian, church secretary and pastor

Order of Worship for Weddings

This is the basic order for the bulletin:

**“The Marriage of”
Names of Bride and Groom
Church Name, City and State
Date and Time of Wedding**

*Please turn cell phones off or to “silence” setting
No flash photography during wedding service, please*

Prelude

Processional “title of song” composer’s name

Greeting

Declaration of Intention

Prayer

**Music/Hymn?* “title of song” *composer’s name*

Scripture reading(s)

Sermon

**Music/Hymn?* “title of song” *composer’s name*

Vows

Giving of Rings

Acclamation

** *Optional: Unity Candle (and/or Sand/Ceremony)*

**Music/Hymn?* “title of song” *composer’s name*

Marriage Blessing

Prayers

The Lord’s Prayer

Blessing

Presentation of the Couple

Recessional “title of song” composer’s name

Postlude

**Music?* Indicates places where special music or hymns may be placed. If a congregational hymn is used, the name of the hymn is given instead of “title of song”, and the hymn number is used instead of “composer’s name”

Other things which *may* be included in bulletins:

- A list of parents, grandparents, and participants in the wedding
- A thank you from the bride and groom
- Notes about flowers or candles in memory of close family members
- Bride and groom’s new address
- A small photo of couple
- Directions to reception site

The couple may greet guests in a receiving line either in the church or outside (in good weather). The couple may choose to return to the sanctuary to greet guests and usher them out. This takes much longer.

IMPORTANT: Following the ceremony, the witnesses (usually the honor attendants) meet with the pastor to sign the legal marriage documents. The pastor sends the required documents to the courthouse. One of the marriage documents is given to the couple the day of the wedding.

Wedding Vows *(please choose one)*

All marriage vows must contain the following: a commitment to life-long faithfulness and life together.

- 1) 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.
- 2) I, name, take you, name, to be my *wife/husband*, my partner in life and my one true love. I will cherish our union and love you every day of my life. I will trust you and respect you, laugh with you and cry with you, love you faithfully through good times and bad, regardless of the obstacles we may face together. I give you my hand, my heart, and my love, from this day forward for as long as we both shall live.
- 3) 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, trust, help, and care for you; I will share my life with you; through the best and worst of what is to come until death parts us.
- 4) I name give myself to you as your *husband/wife*, and I promise before God and these witnesses to be faithful to you, 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.
- 5) I name take you to be my *wife/husband*, from this time onward, to join with you and to share all that is to come, to give and 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 until death parts us.
- 6) I name, take you, name to be my wedded *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, till death us do part, according to God's holy command.
- 7) In the presence of God and this community, I, name, take you, name, to be my *wife/husband*; to have and to hold from this day forward, in joy and in sorrow, in plenty and in want, in sickness and in health, to love and to cherish, as long as we both shall live. This is my solemn vow.

A combination of marriage vows and giving of a wedding ring:

- 8) name, as I give to you this ring, I choose you to be my *wife/husband*, before God who brought us together, to have and to hold, for better, for worse, in sickness and in health, to love and to cherish forever.

Vows written by the bride and groom must be approved by the pastor.

Scripture Readings for Weddings *(please choose at least one)*

(Not restricted to just these...you may use any other scripture verses.)

Genesis 1:26-31	Psalm 128	John 2:1-10
Genesis 2:18-24	Psalm 136	John 15:9-12
Ruth 1:16-17	Psalm 150	Romans 12:1-8
Psalm 33	Ecclesiastes 4:9-12	I Corinthians 12:31-13:13
Psalm 100	Song of Solomon 8:6-7	Ephesians 5:21-33
Psalm 117	Song of Solomon 2:10-13	Philippians 4:4-7
Psalm 127		Colossians 3:12-17

Approved 3/2015



Music for Weddings

The theme of Christian weddings is thanks and praise to God who has brought the couple together and created in human beings the ability to give and receive love. In this context of thanksgiving and praise, the marriage vows of love and life-long faithfulness are made. The music for a wedding reflects these things.

There are many lovely, appropriate contemporary songs that may be used in a wedding. These keep changing as new songs are introduced. If you wish to use a song or hymn not listed here, **approval from the pastor is needed.**

Music may be played or sung as the bridal party enters and leaves the sanctuary; other songs may be sung during the wedding by the congregation or by a soloist or small group. If the congregation will sing a hymn, we suggest that it be a very familiar song, as some wedding guests may not be accustomed to hymn singing. All music must be suitable for worship. The following hymns from the Evangelical Lutheran Worship (ELW) and Lutheran Book of Worship (LBW) hymn books are appropriate:

Processionals or Recessionals:

*Joyful, Joyful We Adore Thee	(ELW 835)
*Now Thank We All Our God	(ELW 839, 840)
*Praise to the Lord, the Almighty	(ELW 858, 859)
*Let All Things Now Living	(ELW 881)

Other Hymns from ELW

O Morning Star, How Fair and Bright	(ELW 308)
Great Is Thy Faithfulness	(ELW 733)
When Morning Gilds the Skies	(ELW 853)
*Beautiful Savior	(ELW 838)
Borning Cry	(ELW 732)
*For the Beauty of the Earth	(ELW 879)
*Love Divine, All Loves Excelling	(ELW 631)
*Morning Has Broken	(ELW 556)
The King of Love My Shepherd Is (Ps. 23)	(ELW 502)
Beloved, God's Chosen	(ELW 648)
Jesus, Come! For We Invite You	(ELW 312)
Hear Us Now, Our God and Father	(ELW 585)
This is a Day, Lord, Gladly Awaited	(ELW 586)
*Blest Be the Tie That Binds	(ELW 656)
Come, My Way, My Truth, My Life	(ELW 816)
*Come with Us, O Blessed Jesus (tune: Jesu, Joy of Man's Desiring)	(ELW 501)

A version of the Lord's Prayer may be sung

**Wedding guests are more likely to be familiar with these hymns or tunes.*

Wedding Rehearsal Check List

Be sure everyone is on time!

The rehearsal lasts about 30 – 40 minutes.



The following people should be present for the rehearsal:

Bride and groom

All attendants (including children)

Parents and other honored guests who will be ushered in at the beginning of the wedding (grandparents, etc.)

Organist

Readers

Ushers

Wedding coordinator

Pastor

- *Vocalists arrange practice time with accompanist at another time (not during the rehearsal).*
- *Do not bring large groups of family and friends. More people makes for more confusion and a much longer amount of time needed for the rehearsal.*

Things to bring to the rehearsal:

Bring bulletins (if used)

Unity candles and holders (if used)

Pre-burn wicks of candles at home so they light easily on the wedding day.

Sand and sand ceremony containers (if used)

Decorations for pews (if used and not already done)

Bow-quet from bridal shower (if desired)

Aisle runner (if used, not recommended)

You may also bring:

Guest book and pen

Basket or container for cards

Table covering for guest book table (if desired)

Determine: Who will check that dressing rooms are picked up and nothing left behind.
Who will be sure food is cleaned up.
Which adult will be responsible for each child.

Announce: Schedule for arrival, pictures, etc.

Things to consider:

Will anyone require special seating?

Grandparents or great grandparents may prefer to be seated early rather than ushered to their seats just before the processional. Are any of the honored guests in a wheelchair? How will divorced parents and spouses be seated?

