

PLANNING YOUR WEDDING AT HOSANNA LUTHERAN CHURCH

Congratulations on your engagement! We at Hosanna wish to help you make your wedding meaningful and joyful, and your marriage rich and enduring.

Please read carefully this policy letter. If you are in agreement with these expectations, sign below and contact our office to make an appointment with the pastor and book your wedding date.

Preparation for Marriage

Once arrangements for the wedding day are in place, it is essential to spend some quality time in preparing for a whole lifetime of living together in marriage. Invest as much time preparing for that lifetime as you do for the one day. We require that you participate in our marriage preparation program. This program includes;

- 1) A marriage preparation course led by the pastor.
- 2) Attendance at Sunday worship (4 visits minimum) during the marriage preparation process.
- 3) A wedding rehearsal.

If you have questions about this program, please contact the pastor.

After the wedding, we invite you to continue your association with us and to make Hosanna Lutheran Church your church home, as you participate with us in worship and other activities of the congregation.

A Christian Wedding

A wedding is first of all a worship service. Friends and relatives gather at the couple's invitation to celebrate the goodness of the Lord and to ask God's blessing upon the establishment of a new home. In that setting, before God and family, you publicly make your commitment to one another.

We approach God in humility, with reverence, wonder and thanksgiving. Our use of music, traditions, processions and rituals are all shaped by this attitude.

Music

An organist/pianist is available through the church, should you wish; name and telephone number are available from the office. You may wish to enlist someone else, and/or may wish to arrange for vocal music or other instruments. It is important that musicians understand that the music is not for entertainment, but is there to enhance worship. Before music is chosen, there must be a consultation with the pastor, and our church organist if you are enlisting their services.

The Wedding Party and Procession

Only five persons are required at a wedding: the officiant, the couple, and two adult witnesses. Others are there simply to enhance the ceremony. There need not be an equal number of men and women. Children should be of an age and personality so that they can participate and not become a distraction.

The procession should emphasize the equality of the two wedding partners and show support of parental families. In reality, both bride and groom give themselves away, hopefully with the encouragement and support of their parents.

Pictures

To maintain the spirit of reverence, we ask that no photos be taken during the ceremony. Flashes, clicks, people moving about are great distractions. This applies to video cameras as well. Pictures may be taken only at the time of the processional, the signing of the register (which is in front of the people), and during the recessional. After the service, pictures may be taken in the worship area.

However, the couple may choose one designated photographer for the service. Video cameras that are set in place on a tripod and left unattended can be inconspicuous. Any details, arrangements and explanations regarding photos should be discussed with the pastor.

Confetti and other materials

We ask that no confetti, rice, or other such materials be used inside or outside our building. Bubbles may be used outside only.

Wedding bulletin or folder

If a bulletin is desired, it is the responsibility of the couple; the covers are available for purchase at a number of church supply or wedding supply businesses. Typing and photocopying may be done through our church office for a reasonable fee by making arrangements in advance with the secretary.

Licenses, Certificates

A marriage license is required for the pastor to be able to perform the ceremony. It can be obtained from any Registry Agent. The marriage license is requested at the rehearsal, and becomes the property of the pastor who is required to keep it on file.

A certificate of marriage provided by the church is signed at the wedding and given immediately to you. This is not an official marriage certificate, such as the one available from the province; you may order such a certificate from Vital Statistics (there is a fee for this certificate.)

The marriage is also recorded in our church records.

Reception

If you would like the pastor to be at the reception, they should be alerted in advance and a regular invitation given to them and their spouse or guest.

If you do choose Hosanna Lutheran Church for your wedding, please book the church and arrange for a meeting with the pastor as soon as possible so that scheduling does not become a problem. If for some reason you decide to postpone, change or cancel your wedding plans, please call the church office to inform us.

We commend you to the God of peace and joy in Christ. The prayers of the congregation follow you.

We agree to the expectations presented in this document:

_____ (bride) _____ (groom)

Date: _____

(Please sign and bring to your first meeting with the pastor.)

Revised: Jan. 2011

HOSANNA LUTHERAN CHURCH 9009-163 St. Edm T5R 2N8
Phone 484-3932 E-mail: office@hosannalutheran.ab.ca
Web site: <http://www.hosannalutheran.ab.ca>

FEES FOR A WEDDING AT HOSANNA LUTHERAN CHURCH

If you have any questions about fees, please contact the office administrator (484-3932).

1. For the use of the facilities: \$200.00, cheque made out to Hosanna Lutheran Church (This fee is waived for couples who are supporting members of Hosanna.)
This fee is due at the time of booking to confirm the date and time.

2. For the custodian:
Basic set up before the rehearsal and clean up after the service -\$50.00.
If you are planning a rehearsal party, reception, etc. at the church - \$75.00.
Please discuss any additional requirements with the office administrator.
This fee is due no later than one month before your wedding.

3. Organist:
If you want to hire our church organist for your wedding, fees are as follows:
\$125.00 for playing at the service
an additional \$50.00 for playing at rehearsals, or accompanying a singer.
This fee is due no later than one month before your wedding.

4. Bulletin - Typing and/or photocopying may be done at the church office by making arrangements with the secretary well in advance.
Cost is 20¢ per copy (10¢ for photocopying services only).
This cost is payable when you pick up completed bulletins.
Purchasing the bulletin covers is the responsibility of the couple; they are available at wedding supply stores and church supply stores.

Keep in mind fees or honorariums for any soloists or other musicians you may have requested to serve you.

An additional offering to Hosanna Lutheran Church, as well as an honorarium to the pastor, is always appropriate.

Payment must be made out directly to the names as given on the Invoice below (in individual envelopes, either cash or cheque).

For weddings that are not part of Hosanna's ministry, there may be additional fees for security (\$10/hour) and insurance purposes. Details about these additional fees can be discussed with the church office administrator.

If for some reason you decide to postpone, change or cancel your wedding plans, please call the church office to inform us. The booking fee is fully refundable upon request.

WEDDING INVOICE

Please return one copy of this page to the church office when you confirm your wedding date, along with the Facility fee, if applicable. Keep the other copy for your information.

Name		
Phone		
Address		

Date of Wedding: _____ Time: _____

Pastor: _____

Description	Amount	Paid (date rec'd)
1. Use of the Facilities Pay to Hosanna Lutheran Church	\$200.00	
2. Custodian Pay to Trina Yarde	\$50.00 or as arranged	
3. Organist Pay to Kari Heise	\$125.00 or \$175.00	
4. Bulletin typing and copying @ .20/copy (.10/copy if only copying) Pay to Johanna Borle		
5. Other		

FEE FOR THE FACILITY DUE AT TIME OF BOOKING.

Other fees due:

COPY GIVEN: _____

Additional Notes: