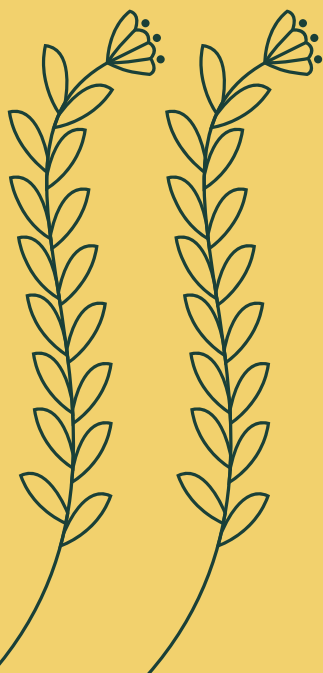


your
wedding
at
TRINITY



TRINITY
LUTHERAN CHURCH

marriage

is a

LIFELONG

COMMITMENT

weddings & marriage

We should begin with a word about our understanding of marriage. We believe that marriage is a lifelong, spiritual commitment. One of the most challenging and rewarding of human relationships, marriage is meant to be lived out in a community of faith where it can be supported and nurtured by others seeking to grow in love, forgiveness, justice, and compassion. Trinity welcomes all couples who wish to make a marriage commitment, including same-sex couples.

By choosing to be married at Trinity Lutheran, we invite and encourage you to be supported by and committed to this church community now and in the future. If you live out of town, we encourage you to find a Christian community that will support you in your life together.

From our work with couples of all ages, planning large or small weddings, we understand the wedding planning itself can, at times, eclipse the marriage at this stage of your relationship. In reading this booklet, you are taking your first step in letting us help prepare you for both your wedding and your marriage. We are eager to help make your wedding a joyful and meaningful experience, and we will do our best to keep it from being more stressful than it needs to be.

In all of your planning, it is helpful to keep in perspective that your marriage is so much more important than your wedding. Our best advice to you is to keep the wedding simple. Plan your wedding early so you can approach it somewhat relaxed and rested. We want it to be a very happy, beautiful and meaningful ceremony for you. We hope you will enter into this Christian ceremony with a sense of joy and celebration.

wedding fees

Worship Center – \$1,500

Offsite – \$500

Premarital Counseling (at your own expense) is required, see Page 7

Fee includes:

- Pastor
- Wedding Coordinator
- Sound Technician
- Custodian
- Building Use
- Organist/Pianist playing during the wedding

Add \$25 for a rehearsal with the couple's soloist or musician (paid directly to the organist/pianist)

A \$50 **non-refundable** deposit is required within 14 days of booking. Balance of fee is due two weeks prior to the ceremony.

getting started

We believe it is helpful at this stage to be both welcoming and clear about what we believe and practice, and what we can offer you in terms of where and how your wedding will be celebrated. A wedding is both a civil and a religious ceremony. Because it has two dimensions, both church and civil requirements must be met; this booklet is meant to help you along the way.

If you have not already done so, please confirm your wedding date and reservation by sending in your deposit.

- A \$50 non-refundable deposit is required within 14 days of booking in order to hold the date and time.
- The balance of your fee and your license are due two weeks before the wedding.
- Weddings are booked on a first-come, first-served basis.

Weddings may be booked in the Worship Center (500-person capacity) on Saturdays with a start time between 11 a.m. and 4 p.m.

If you are interested in a Friday evening wedding, please contact the church office at 651.439.7400 to discuss availability.

Except: Thanksgiving weekend, the month of December, New Year's Eve and Day, Holy Week & Easter, Memorial Day weekend, Fourth of July weekend, Stillwater Lumberjack Days (usually 3rd weekend in July), Labor Day weekend and the first and second weekends of October.

what you can expect of us

1. You will be welcomed here. This is one of the most significant moments in your lives. We share with you a belief in its importance. We want to help you bring depth, meaning and joy to this occasion.
2. We will be prompt and clear in our responses to your questions and needs.
3. As preparations proceed, anxiety and tensions inevitably mount. By choosing to be married at Trinity, you are supported by the ongoing prayers and support of this community. Please know we will help you keep sight of the important aspects of your marriage relationship and your future together, encouraging you to separate the inevitable crises of flowers, cakes, and photographers from the sacred nature of this commitment.

our expectations of you

1. In consultation with the officiating pastor, we expect you to give thoughtful consideration to the spiritual depth of your wedding ceremony so it is meaningful to you as a couple.
2. We require that you complete premarital and financial counseling (see Page 7 for more information).
3. We ask that you worship regularly with us on Sundays and participate in the life of the Trinity community as partners in our mission to live as Jesus in the world, loving God and loving neighbor. If you do not live in the Stillwater area, we encourage you to find a faith community near your home. Our pastors are able to help you find a good fit.

marriage license

Your marriage license must be in the Church Office at Trinity at least two weeks before the ceremony. No blood test or physical exam is required.

Applications can only be processed at the Government Center in Stillwater located at 14949 62nd Street North. (You may apply for a marriage license in Washington County regardless of residence or where the ceremony is taking place as long as you are married within the geographical boundaries of Minnesota.) Read more and apply at:

<https://www.co.washington.mn.us/740/Marriage-License>

To obtain a marriage license, you must provide proof you are at least 18 years of age.

Both parties need to apply in person and pay applicable fees.

Each person must provide:

- Picture I.D.
- Full name
- Current address
- Social Security number
- Date and place of birth
- Information regarding any previous marriage(s)
- The name you plan to use after marriage
- Address after marriage

If divorced, the following additional information is required:

- The parties married name
- Date of termination of marriage
- County and state where termination took place
- Type of court

If widowed, the following additional information is required:

- County, state and date of spouse's death

Important: Please mail or bring your license packet (licenses and return envelope) to the Trinity office at least two weeks prior to the ceremony, along with any remaining fee.

witnesses

There must be two witnesses to the marriage; they may be of the same or opposite gender. Witnesses must be present at the ceremony and must be at least 16 years of age to sign the marriage license. Please let the church know in advance the proper spelling of the names of your witnesses so we can type them on your marriage license. Witnesses will meet with the pastor immediately following the ceremony to sign the marriage license.

Trinity will mail the official copy of your license to the county. The county will process your license and send you a certified copy of the marriage certificate.

pastors

The pastors look forward to working with you to shape your wedding ceremony, as the time spent in planning keeps the focus on the spiritual dimensions of your wedding day.

A Trinity pastor will be assigned to your wedding based on the preaching schedule and availability. You may request a specific Trinity pastor to perform your ceremony, but we do not guarantee requests. It is considered unethical for former Trinity pastors to return here to conduct ceremonies; however, they may attend as guests.

A guest pastor may participate pending approval of the Trinity pastoral staff.

premarital counseling

Because we value the marriage relationship beyond the wedding, we require premarital counseling for all couples who are getting married at Trinity. This will be the most valuable investment you make in the process of getting married. We use Prepare/Enrich (<https://www.prepare-enrich.com/>). The officiating pastor sets up the inventory, you will each get an email allowing you to pay for (one-time fee of \$35) and complete the inventory. Your results are sent directly to the officiating pastor, who will contact you to set up a conversation to discover what you have learned. If you are using a non-Trinity pastor (approved by Trinity), marriage preparation is still required, either Prepare-Enrich or similar.

Completion of the inventory and subsequent conversation(s) with the officiating pastor are required two months ahead of your wedding day.

wedding coordinator

If the wedding is taking place in the Worship Center, a wedding coordinator (Courtney Place: 507.360.2633) will assist you with your plans for the ceremony and will be present at the rehearsal and on the day of the wedding; this is included in your fee and is a requirement for all Worship Center weddings.

invitations

When including maps or directions in your invitations, please try to route guests away from downtown Stillwater whenever possible to avoid heavy traffic.

wedding ceremony suggested order

Prelude

Processional

Greeting and Introduction

Prayer

Reading/s

Short Sermon/Homily

Music (Solo or Hymn)

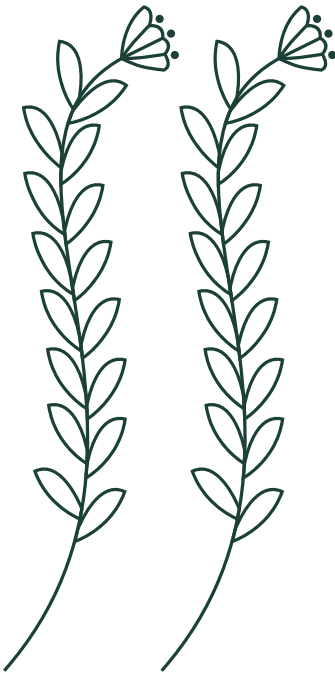
Exchange of Vows

Blessing and Exchange of Rings

Blessing and Prayer

Introduction of the Couple

Recessional



Please note this is a suggested order. You may personalize your ceremony in consultation with the officiating pastor. You may choose to include more music or hymns, celebrate Holy Communion, or add more prayers. Some couples use a unity candle or similar ritual.

Before you meet with a pastor to discuss your ceremony, please consider what readings you would like and who you want to do each reading. In addition, please consider which vows you would like to use. You can write your own or select vows from any number of resources. Please bring all of your ceremony questions and ideas, a copy of your wedding program if you are using one, and your vows to your meeting with the Trinity pastor.

Keep in mind, we do not create or print wedding programs for you. Please wait to have these printed until everything is arranged with the officiating pastor and wedding coordinator.

unity candle

If you choose to have a unity candle as part of your ceremony, the church will provide a stand for you. Please remember to bring a unity candle and two single candles. To prevent cracking or breaking, please drill a small hole in the bottom of your unity candle prior to bringing it to the church.

rings, etc.

The ring bearer does not carry the actual wedding rings; they are carried by an adult in the wedding party. Please remove the rings from the boxes and check pockets for holes. Communicate with the wedding coordinator which attendant will be carrying the rings. That person will be responsible for handing the rings to the officiating pastor during the ceremony.

wedding program

Wedding programs are optional. You may prepare them yourself or have them done by a printing firm. Submit your wedding program to the wedding coordinator at least three weeks prior to the wedding for proofreading.

wedding attire & decorum

All members of wedding parties are asked to respect our request for suitable attire when participating in a church wedding. Shoes are mandatory. Pets are not allowed as participants or guests at the wedding with the exception of necessary service dogs.

alcohol, food & smoking policies

You, your wedding party, and your guests are expected to respect our policy of no alcohol use in the church, parking areas, or immediate vicinity. Trinity is a non-smoking campus. Failure to comply with this policy may result in asking guests to leave, including members of the wedding party. In the most extreme instances (rare, but they do happen), the wedding will not proceed. Any member of the wedding party under the influence of drugs or alcohol will be asked to sit with the other guests. If either of the couple is under the influence of drugs or alcohol, the wedding may not proceed—it is illegal to sign a contract while impaired.

You are welcome to bring snacks, lunch, and nonalcoholic beverages to be consumed on the lower level.

music

All music used in connection with the wedding should be treated with the same reverence and dignity as any other religious service. Live music is more memorable and engaging; however, if you plan to use recorded music, please inform the wedding coordinator in advance.

Below you will find a list of excellent options for processionals and recessionals. You can listen to them online and make a list of what you like before meeting with the musician.

Processionals

- ❑ *Trumpet Voluntary – Purcell*
- ❑ *Trumpet Tune – Purcell*
- ❑ *Trumpet Tune in D Major – Johnson*
- ❑ *Jesu, Joy of Man's Desiring – Bach*
- ❑ *Canon in D – Pachelbel*
- ❑ *Trumpet Tune in B Flat – McCabe*
- ❑ *Break Forth Into Joy – Bach*
- ❑ *Trumpet Voluntary – Stanley*
- ❑ *Rondeau – Mouret*

Recessionals

- ❑ *Psalm XIX – Morcello*
- ❑ *Song of Joy – Beethoven Arr. by Lani Smith*
- ❑ *The Rejoicing – Callahan*
- ❑ *Toccata – Widor*
- ❑ *Toccata – Boellman*
- ❑ *Rigaudon – Campra*
- ❑ *Fanfare – Lemmens*
- ❑ *Doxology – Bock*
("Praise God From Whom All Blessings Flow")
- ❑ *Now Thank We All Our God – Arr. by Manz*
- ❑ *A Mighty Fortress – Arr. by Leavitt*

organist/musician

Carol Carver (cell: 651.278.0636 or email: carverc@comcast.net) is the current Trinity staff organist. She is highly trained and familiar with many selections appropriate for weddings, and will help you with processions and recessions. Her fee is included in the wedding fee for the Worship Center. If you choose to engage an organist other than Carol Carver, that individual must contact Carol as soon as possible for specifics regarding Trinity's pipe organ.

You must provide the sheet music for any selections the Trinity organist/pianist does not already have. You may also choose to have a vocalist or other instrumental music, but you must compensate them directly. Your wedding coordinator can provide you with a list of local musicians upon request.

If a soloist requires rehearsal time, he or she must contact the organist/pianist. There is an additional \$25 fee for rehearsal time with the organist/pianist.

All music choices should be discussed with the officiating pastor when planning the ceremony. There are times when musical choices are fun for the couple but inappropriate in a sacred ceremony. We can work with you on how to make your wedding personal and meaningful, while maintaining that balance.

scripture readings

We suggest including one to three readings as a part of your wedding ceremony. All may be scripture readings or you may choose to have a combination of scripture and a favorite poem or reading from another source. At least one of your readings must be from the Bible. Below you will find a list of suggestions, but please feel free to choose from other scripture passages that have been important in your lives.

Old Testament Lessons

- Genesis 1:26-28
- Genesis 2:18-24
- Psalms: 33, 34, 100, 103, 112, 117, 127, 128, 136, 145, 148, 150
- Ecclesiastes 3:1-8
- Ecclesiastes 4:9-12
- Song of Solomon 2:10-13
- Isaiah 63:7-9

New Testament Lessons

- Romans 12:1-2, 9-18
- 1 Corinthians 13
- 2 Corinthians 9:6-8
- Galatians 5:22-25
- Galatians 6:7-10
- Ephesians 5:1-2

Gospel Lessons

- Matthew 5:13-16
- Matthew 19:4-6
- Matthew 22:35-40
- Mark 10:6-9
- John 2:1-11
- John 15:9-16

rehearsal

A rehearsal is required for Worship Center weddings and will be managed by your wedding coordinator. It is generally held the Friday evening before the wedding at 5 p.m. Please work with the wedding coordinator to schedule the rehearsal time. Pastors generally do not attend rehearsals.

For off-site weddings, please consult with your pastor to arrange for a rehearsal.

Rehearsals begin on time. Please stress the importance of this to your wedding party. Remember to allow sufficient travel time due to heavy local traffic, particularly in the summer. Rehearsals generally lasts 45 minutes to an hour. Bring a copy of your wedding program to the rehearsal.

rehearsal dinner/reception

If the presence of the pastor and/or pastor and spouse is desired at a rehearsal dinner or reception, please extend an invitation to them directly. Do not take their presence for granted, as they may have other obligations.

flowers & decorations

Flowers enhance any worship service; however, it should be remembered that the church itself, with its furnishings and symbols, is a beautiful setting for a Christian wedding. Thus, you do not need an overabundance of flowers. Please advise your florist that no decorations may be fastened to permanent furniture with nails, staples, tape, or other materials that may leave permanent marks. Your florist will receive guidelines from the wedding coordinator.

No Chancel furnishings or altar cloths may be moved or rearranged. The cross, altar, piano and organ are not decorated for weddings in the Worship Center. We do not use an aisle runner due to the configuration of the Worship Center.

Give a list of all your flowers to a designated person to check and distribute; this could be a special hostess who will also greet guests and give directions to the Worship Center.

Guests may not throw rice, petals, confetti or birdseed inside or outside the church building or parking lots. Bubbles may be used outside.

photographs & videos

Photographs are beautiful reminders of your wedding day. Because the wedding is a sacred ceremony, no flash pictures may be taken in the church during the ceremony.

The church building is open at 9 a.m. Pictures should be taken in the Worship Center before the ceremony as the custodian closes the building one hour following the completion of the wedding service.

The wedding coordinator will notify your photographer regarding the appropriate guidelines. If you choose to video record the ceremony, check with the wedding coordinator for directions.

wedding day

Trinity weddings begin on time. Please allow plenty of driving time. Summer traffic in the St. Croix Valley is especially heavy. All attendants, immediate family and ushers must be on time.

Please see “Location & Parking” at the end of this booklet for address of the church.

Dresses, unity candles, guest books, etc. cannot be kept at the church prior to the wedding date. Please bring the things you will need to the location at the time indicated by the wedding coordinator.

Please do not leave your valuables unattended; we are not responsible for stolen items. The wedding party dressing rooms will be locked during the ceremony only; the church building remains open for one hour after the wedding, then is locked. Remember to empty the wedding party dressing areas of all personal items (including trash, food remnants, hangers, etc.) before you leave the church. Please leave the room as you found it. It is helpful to designate a friend or family member for this task.

final reminders

Contact your wedding coordinator if you have questions regarding details of the wedding.

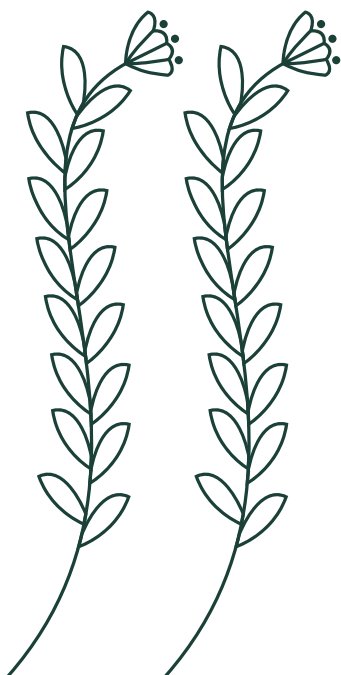
Contact the officiating pastor with questions about the content and order of your ceremony and if you would like to involve other clergy members in the ceremony.

Contact the wedding coordinator one month before the wedding to review and finalize plans.

Your marriage license packet (licenses and return envelope) and balance of fee are due in the Church Office no later than two weeks before the wedding.

Bring a wedding program to the rehearsal.

Allow sufficient travel time on the night of the rehearsal and the day of the wedding; local traffic can be very heavy at various times of the year.



nurturing your marriage after your wedding

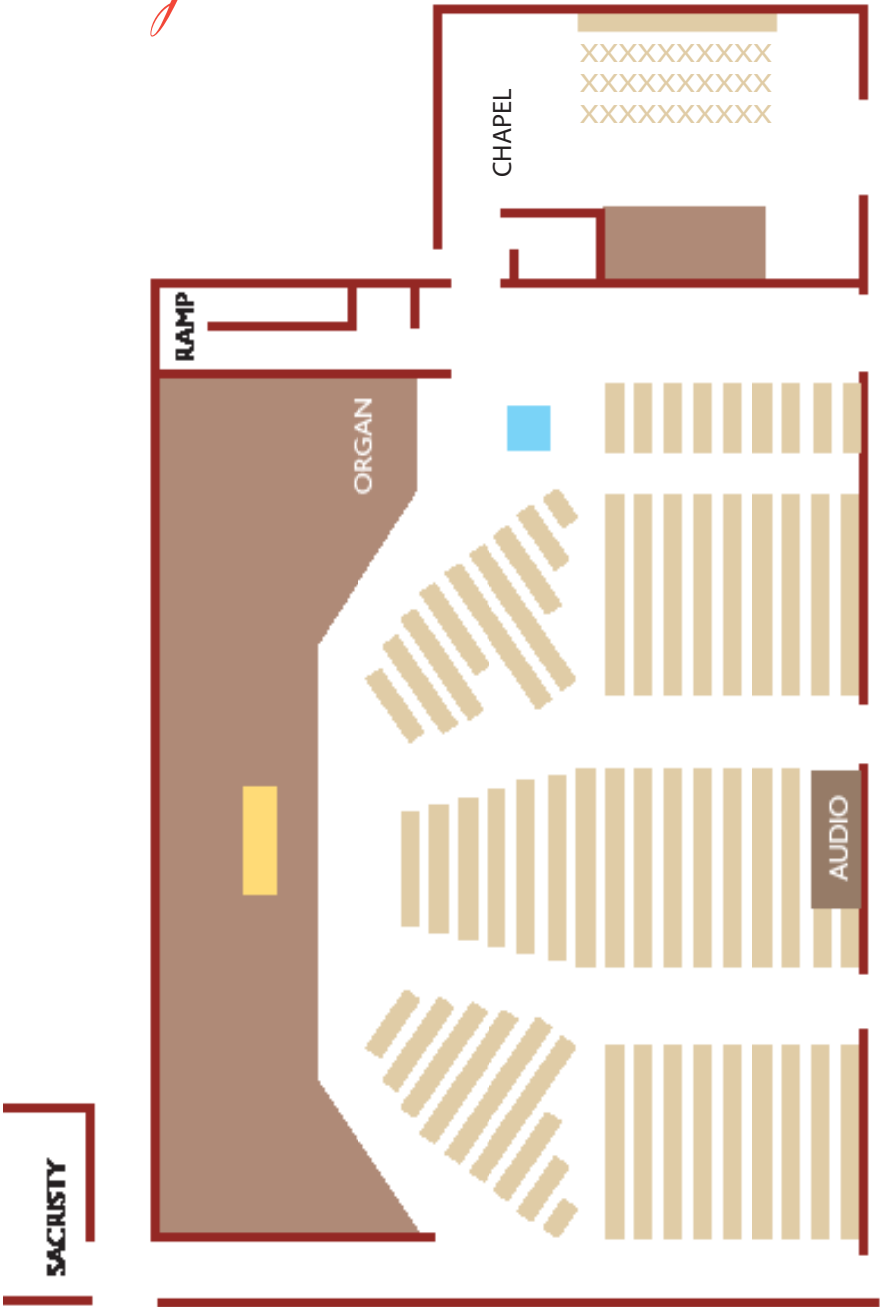
Marriage is a lifelong, spiritual commitment. One of the most challenging and rewarding of human relationships, marriage is meant to be lived out in a community of faith where it can be supported and nurtured by others seeking to grow in love, forgiveness, justice, and compassion.

If you are already an active partner in ministry at Trinity, we trust you will find many opportunities to grow in your faith and in your marriage. If you live in the area but are not actively involved at Trinity, we invite you to join us in worship, learning, small groups and mission projects.

Please know that getting married at Trinity does not automatically make you or your spouse members at Trinity. If you are interested in becoming an active member and partner in ministry at Trinity, we invite you to call the Church Office at 651.439.7400 for more information.

If you live out of town, we encourage you to become involved with a Christian community in your area that will support you in your life together.

worship center



location & parking

Trinity is located at:

115 4th St. N

Stillwater, MN 55082

Parking is available on 4th St. in our large parking lot we share with the post office. Please note there is no overnight parking in our lots.

Parking is also available in the city parking ramp on 3rd St. Parking fees apply.

There is an accessible parking spot on 4th St. directly in front of our main entrance. In addition, there are a few accessible spots in the large parking lot shared with the post office. These are nearest the crosswalk that leads to our main entrance.



TRINITY

LUTHERAN CHURCH

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