

Sharing Christ's Love

FIRST LUTHERAN CHURCH

114 E. Main Street
Geneseo, IL 61254

Phone: 309-944-3196

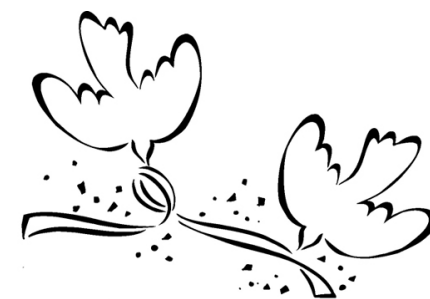
Fax: 309-944-0494

www.firstgeneseo.org



*First Lutheran Church is a member congregation
of the Evangelical Lutheran Church in America*

Your
Wedding
at First Lutheran
Church



Congratulations on your engagement! First Lutheran Church is pleased to provide this information to you regarding weddings at our church. We welcome members and non-members who desire a Christian ceremony for their wedding and wish to do everything possible to make it a significant and memorable experience.

Your desire to have a church wedding indicates that you see your marriage as a commitment made before God, with emphasis on the Christ-centered character of the wedding service. While there is much room for flexibility in a church wedding, the guidelines in this booklet are meant to make planning easier and more enjoyable.

POLICIES

After you have selected a tentative date and time for your wedding, it is important to schedule a brief appointment with the pastor by calling the church office at 944-3196. It is good planning to have an alternative date and time in mind in case the church is in use or the pastor is not available on the first date selected. If you have a special time request we will work with you. After reviewing our guidelines and procedures you will need to complete Master Calendar/Building Usage forms for both your rehearsal and ceremony. This will insure that your dates are secure. Non-members will need to pay the \$125 fee at this time. Your wedding date will not be entered into the official church calendar until we have received your Master Calendar/Building Usage forms and you have met briefly with the pastor. God's blessings to you as you begin to plan for the next phase of your life together as husband and wife.

The Wedding Team at First includes Rev. Laura Kamprath and Rev. Matt Kamprath; Jan Weber, Wedding Coordinator; Morgan Sarber, Director of Worship & Music; and Johanna Hager, Engagement Connection Counselor. Together they will assist you in planning and preparing for your wedding.

All couples will have two sessions, each lasting about one hour, with Rev. Laura Kamprath or Rev. Matt Kamprath to discuss worship planning, spirituality and marriage. Jan Weber, Wedding Coordinator, will make the initial contact with you to begin planning the ceremony. Each couple is required to complete counseling with Johanna Hager, Counselor for Engagement Connection. There will be four sessions scheduled over a two month period and the sessions will cover communication styles, forgiveness and an overview of the stages of marriage. There is a fee for these sessions and financial assistance is available.

WEDDING FEE SCHEDULE

Please make checks payable to the party responsible for the service rendered. These fees and your marriage license should be brought to the church office (hours are Monday, Tuesday, Thursday 8:30 a.m. to 3 p.m.; Wednesday 8:30 a.m. to 4:30 p.m.; and Friday—office is closed) by the **Monday** prior to the wedding day.

FEES:

Engagement Connection	\$200.00 (Paid at sessions)
Custodial Services	\$75.00
Organist	\$100.00
Wedding Coordinator	\$100.00
Sound Board	\$50.00
Honorarium for the Pastor	\$100.00
Building Usage Fee	\$125.00 (non-member only)

Please note that financial assistance is available for the above fees. Contact Pastor Laura or Pastor Matt if assistance is needed.

CONTACT INFORMATION:

Rev. Laura Kamprath	309-944-3196 lkamprath@firstgeneseo.org
Rev. Matt Kamprath	mkamprath@firstgeneseo.org
Sherry Dickens	309-944-3196
Receptionist	receptionist@firstgeneseo.org
Morgan Sarber	309-944-3196
Director of Worship & Music	worship@firstgeneseo.org
Johanna Hager	309-945-5739
Clinical Counselor	jhager958@gmail.com
Jan Weber	309-714-1617
Wedding Coordinator	jweberlp@msn.com

FLOWERS AND OTHER DECORATIONS

The church has two candelabras, which may be used, if desired, on the shelves behind the altar. Candles for these candelabras will be provided by the church. A brass stand or wooden table can be provided for the Unity Candle. We have available either white or gold fabric drapes to cover the wooden tables or plant stands. The church also has two styles of hurricane candles for the windows in the sanctuary and a supply of greenery and tulle that can be used for decorating.

An aisle runner is required if you plan to scatter flower petals. You can either rent or purchase and the length is 75 feet.

OFF SITE WEDDINGS

Many of the guidelines in this booklet will also pertain to off site weddings. All couples will have two sessions with Rev. Laura Kamprath or Rev. Matt Kamprath, a Wedding Coordinator to assist with planning the ceremony, and completion of the counseling with Johanna Hager, Counselor for Engagement Connection.

Weddings are regulated by the State of Illinois. You must secure your license in Henry County at the County Clerk's Office in Cambridge, Illinois. The license may be secured up to 60 days in advance of your wedding date. The license should be in the church office the Monday prior to the wedding along with all appropriate fees. No wedding can proceed without this. Please refer to the fee schedule for the costs.

No rearrangement can be made of the church décor. There will be no exceptions to this rule. Please inform your photographer and florist. All decorations should be in place at least one hour before the wedding. No decorations may be fastened to the woodwork or furnishings of the chancel and nave. Settings in the chancel should be limited to palms, standing baskets, and bouquets or candles on flower stands.

The practice of releasing balloons, throwing rice or birdseed, confetti or any such substance at the bride and groom following the service is not permitted in or on church premises. These practices cause hours of additional clean-up for church staff, is harmful to the environment, and can be a very dangerous hazard for those who will use the church facilities following the wedding.

First Lutheran is a smoke free facility and there will be no smoking in any room of the church. This includes the dressing rooms, restrooms and Fellowship Room. Smoking is permitted only in the parking lots. No alcoholic beverages are allowed in the church prior to or during the rehearsal, prior to or during the wedding, at the church reception, or on the church property. Please ask your attendants and ushers to refrain from drinking alcohol before the ceremony. The pastor reserves the right to refuse to participate if this rule is ignored.

All activities, including post ceremony photos, must be completed by 5 p.m. for all Saturday weddings. This includes removing all wedding party personal items from the dressing rooms and removal of any décor items from the chancel, nave and other areas of the church. Please work with your assigned wedding coordinator to insure that someone (family member or friend) will assist with these details.

BULLETINS

Wedding bulletins are available through the church office. We have several selections for you to choose from. Your wedding coordinator will need your selection and quantity 4 weeks in advance to allow time for ordering. The cost of the programs varies with the selection and quantity ordered. The parish secretary will need your information 3 weeks prior to rehearsal. This time frame will allow you to proofread and approve the bulletins before they are printed. You can receive a sample bulletin from the wedding coordinator. If you choose to prepare your own bulletins, a rough draft copy must be approved by the pastor. This will ensure a proper worship service bulletin.

WEDDING MUSIC GUIDELINES

The sacred nature of Christian marriage must be reflected in the music you choose as a part of your wedding service. The music should be both joyful and worshipful. The texts of any special music you select must be scriptural and reflect the love that God has for you as well as the love you have for each other. Varying styles of musical settings are acceptable. From prelude to postlude, music should be appropriate for a worship service.

All arrangements regarding wedding music should be made in consultation with Morgan Sarber, Director of Worship & Music. It is best to wait with any specific plans until you have had that meeting. At that time, you can present any ideas you might have. Morgan will assist you with selecting your music and will work with your soloists and instrumentalist. We expect all musicians to follow our music guidelines. Organist are expected to have formal organ instruction, and be able to secure the necessary practice time on the instrument. If you wish to have an instrumental ensemble instead of organ/piano music, please discuss this with her as well.

Music is an important part of any worship service. Martin Luther said that next to the Word of God, “music deserves the highest praise.” It has the power to amplify our acts of praise. With thoughtful planning, it will be a special blessing to you and your wedding guests.

PHOTOGRAPHER

Photographs can be taken by amateur or professional photographers. No flash pictures are allowed during the wedding service. There are many advantages in taking pictures before the wedding: everyone looks fresher, wedding guests are able to greet and visit with the bridal couple during the receiving line, and leave for the reception in a timely manner.

Chancel furnishings are not to be moved by the photographer. Please instruct your photographer to be as unobtrusive as possible, particularly in regard to the pastor and the organist. This will help maintain the beauty and dignity of your wedding. Videotaping is permitted but must not intrude on the ceremony or affect the lighting desired by the bride and groom. Videotaping can be done from the overflow area or the balcony. No cameras are allowed in the chancel (altar area) during the service.