A Wedding Ceremony
at Prince of Peace Lutheran Church

Dear Friends,

Congratulations on your decision to get married! This is a very exciting time for you, and probably one that already shows signs of being hectic as well. A wedding is a significant event in your life, and so it may also be a time of anxiety.

We at Prince of Peace Lutheran Church will do all that we can to ensure that the planning for your wedding goes smoothly, and that your marriage ceremony is a joyous one.

Please carefully read through this entire document before meeting with one of the pastors. We encourage you to bring any questions with you to your first counseling session. It is our prayer that God will be with you in the midst of your wedding preparations and that these preparations will deepen your relationship to God and the Church.

God's peace and joy be with you as you plan your wedding!

Reverend John D. Morris, Senior Pastor
jmorris@princeofpeacedublin.org

PRINCE OF PEACE
LUTHERAN CHURCH
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Reserving the Date

In order to reserve the Sanctuary for a specific date, you must fill out the "**Wedding Ceremony Reservation Form"** found with this material and deliver it to the church office with your wedding reservation fee.

In order to reserve the Fellowship Hall for a specific date, you must fill out the **"Facility Usage Reservation Form"** and deliver it to the church office with your Fellowship Hall reservation fees. Additional fees apply for additional rooms used. Please see Facility Usage Guidelines packet. Reservations are on a first come, first served basis.

*** Your date is not reserved on the church calendar until we have received your completed form and the wedding reservation fee.**

The Ceremony

Lutherans understand marriage, and especially the love it is based upon, to be a gift from God. Since it is a gift from God, Lutherans treat marriage with respect and honor. The ceremony, therefore, is first and foremost a worship service. During the service we will give thanks for all God's blessings to us. We will remember God's faithfulness as the basis for the wedding vows.

Holy Eucharist is the chief service of the church, therefore the sacrament of Holy Communion will be offered as part of the worship service at weddings. The invitation to communion is always extended to the entire congregation in attendance. The sacrament is never to be offered exclusively for certain persons in the wedding party.

Marriage is a worship service, so any special music or readings should be sacred in nature. "Love songs" by your favorite recording artists would more appropriately be planned for the reception.

Vows may be written by the couple in consultation with one of the pastors. However, they must include a faithful commitment to one another and to God.

Some popular traditions are not recognized within a Christian wedding service:

"Giving away the one to be married"
Escorting is fine; it is a wonderful way to honor a parent, relative or close friend. But since the couples being married are doing this of their own volition and not as a property transaction, it is not necessary to "give anyone away."

"The wedding veil"
A veil is acceptable for the procession but must be lifted for the wedding service, and especially for the vows.

Premarital Counseling

All arrangements for the marriage service shall be made in consultation with one of the Prince of Peace pastors. This should be done at least six months in advance of the wedding date.

Premarital counseling will include three meetings with the pastor. These sessions will provide you with the opportunity to meet with the pastor performing the ceremony to do the actual planning of the marriage service. In addition, you will be selecting the scripture lessons to be read, agreeing on the wording of your wedding vows, deciding on music to be played, and dealing with a host of other items such as flowers, bulletins, candles, etc.

Secondly, in an age when there are so many pressures affecting the strength of marriages, the premarital counseling sessions will give you an opportunity to explore your unique relationship. What are its strengths? What causes conflict between you? How well do you communicate? How do you plan to mix the traditions that each of you brings from his or her family of origin? How effectively do you affirm and show appreciation for one another? What can biblical stories teach us about relationships?

Thirdly, the sessions allow you and the pastor to become better acquainted. In that way, the pastor will be better able to make suggestions that will help make the ceremony even more meaningful. It will also enable you to feel more confident and comfortable about the planning process and the service itself.

Music Consultation & Organist

To plan the music for your service, please contact our Director of Music, Jeremy Bankson, as soon as possible after your first meeting with the pastor. He or another member of the music staff will play for the service unless other arrangements are made, which he must approve. You may reach him at 614-766-6377 x17 or jbankson@princeofpeacedublin.org.

Wedding Coordinator

Prince of Peace has a Wedding Coordinator to help you plan your use of the building on the day of your wedding ceremony. Please contact Kathy Liebisch after your first meeting with the pastor. You may reach her at 740-917-5699 (home) or kliebisch01@gmail.com.

Guidelines

We have some additional specific guidelines at Prince of Peace Lutheran Church.

1. All wedding fees and the marriage license must be given to the pastor at the rehearsal. According to the laws of the State of Ohio, the wedding cannot take place unless the pastor has possession of the license.

2. Because of the penitential nature of the season of Advent, Lent, and Holy Week, weddings are rarely held during this time of the church year.

3. Everyone in the wedding party and parents should plan to be present for the rehearsal.

4. Expect the rehearsal to last an hour. Please be on time for the rehearsal as occasionally there is more than one rehearsal in an evening and/or the church staff may have additional plans for that evening.

5. The wedding should and will begin at the time stated on your wedding invitation and as previously arranged with the church.

6. No flash photography is allowed during the service. Please inform your photographer. He or she should have equipment that will allow him/her to use existing light. You can take posed photographs before or after the service. Opportunity for re-enactments of parts of the service can be provided. Drones are not permitted anywhere on church property. The altar is not to be used to stage photographic equipment.

7. Many couples now desire to have the ceremony videotaped. The videographer is not permitted to walk around the sanctuary during the service. He/she should speak to the pastor in order to find a position on the side of the sanctuary from which to film the ceremony.

8. The church is also equipped with a camera/audio system used to live-stream our worship services. Please speak to the Wedding Coordinator if you wish to hire one of our AV team members to record or livestream your wedding using our system.

9. Please advise your bridesmaids, groomsmen, and ushers that confetti, rice, bubbles, balloons, glitter, rose petals, and/or birdseed are not to be thrown inside or outside the church.

10. Please secure all of your belongings while at the church. Prince of Peace is not responsible for the theft or loss of any personal belongings.

11. Please do not move any of the worship furnishings (altar, baptismal font, pulpit, candles, etc.), or the paraments, or other items in the building unless you have permission from one of the pastors.

12. Nothing may be put up on the walls, doors, or windows unless previously arranged with one of the pastors. All decorations must be approved by the pastors.

13. All smoking is prohibited throughout our church building and grounds.

14. The Sanctuary must be vacated by 5:00 P.M. on Saturday evenings so worship can begin at 5:30 P.M.

Other Information

Our sanctuary will seat about 350 people comfortably.

We have standing flower vases that can be used for flowers. In addition, flowers can be attached to the aisle candle stands. There are 11 rows of pews on each side of the center aisle in the sanctuary. If you plan to have other floral arrangements, the wedding coordinator can advise you about this.

If your wedding party is going to dress at the church, you will need to allow plenty of time for those preparations. A dressing room is located upstairs.

If you wish any staff member of Prince of Peace to join you for the rehearsal dinner and/or the reception after the wedding, please invite them to these functions when you send out your invitations.

Please let the pastor know if you would like him/her to say the table grace at the reception and/or rehearsal dinner.

Options You May Want to Consider

Other Worship Leaders

It is possible for more than one pastor to conduct the service. If the other pastor you want to include is not from Prince of Peace, the invitation to that other pastor would be offered by the pastor from our church who will be officiating at the service.

You may want to ask a family member or someone from the wedding party to read one or more of the scripture lessons.

Videography

Prince of Peace has a video/audio system installed to live-stream services. It is possible to hire one of our AV team members to record your wedding. If you wish to have the service recorded, please alert us as soon as possible, and we will ask one of our AV team members to be present for your service and record it.

Candles

The candles on the altar that are regularly used for worship will be lit for the service. These candles can be lit by an usher from the wedding party. In addition, we have two candelabras that hold seven candles each, and 35 aisle candlesticks available for your use. You must supply the candles for these. The aisle candlesticks use 6-inch candles.

You may also use a unity candle during the service. Three candles are used: two are lit at the beginning of the service and one is lit during the service. You can purchase a set from your florist or a greeting card store or create your own. Prince of Peace has a candle stand for unity candles.

Bulletins

You are responsible for the creation and duplication of any bulletins. Orders of Worship and/or examples of bulletins can be shared with you by the pastors.

Wedding Fees

Wedding Reservation Fee $100 Non Member $200

This non-refundable fee is required to reserve the Sanctuary for your date on the church calendar.

Check should be made payable to ***"Prince of Peace Lutheran Church."***

Wedding Coordinator

Wedding Ceremony	$250	Non Member $500
Reception (if held at Prince of Peace)	$250	Non Member $500

This fee is due at the wedding rehearsal. The Wedding Coordinator will assist you in planning for the use of the church building – and will be available to help you before, during, and after your ceremony. Our Wedding Coordinator is member Kathy Liebisch.

Check should be made payable to ***"Kathy Liebisch."***

Music Consultation & Organist $250 Non Member $500

This fee is due at the wedding rehearsal.

Check should be made payable to ***"Jeremy Bankson"*** unless other arrangements have been made. *Jeremy will assist you in hiring other musicians if you choose. Additional fees will be due to additional musicians, such as vocalists and/or instrumentalists.*

Custodial Service $250 Non Member $500

This fee is due at the rehearsal. It is for the use and cleaning of the Sanctuary and bridal and groomsman rooms used on the wedding date.

Check should be made payable to ***"Prince of Peace Lutheran Church."***

Audio Video Recording (optional) $250 Non Member $500

This fee is due at the rehearsal.

Check should be made payable to ***"Prince of Peace Lutheran Church."***

Pastoral fee for Non Member $500

This fee is due at the rehearsal.

Check should be made payable to ***"Prince of Peace Lutheran Church."***

Wedding Ceremony Reservation Form

Fee paid _____ Date Paid _____

Office use only

Congratulations on your upcoming wedding! Please complete this form and turn into the church office. Contact the church office at 614.766.6377 with any questions.

Part I: The Particulars

Wedding Ceremony

Place: Date: Time:

Wedding Rehearsal

Place: Date: Time:

Reception

Place: Date: Time:

Expected number of guests at the church:

Part II: The Couple

1) Full Name: Phone:

Address:

Email: Birthplace and Date of Birth:

Church Name & Address:

Previous Marriage: Children:

Date Divorce Finalized (if applicable):

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2) Full Name: Phone:

Address:

Email: Birthplace and Date of Birth:

Church Name & Address:

Previous Marriage: Children:

Date Divorce Finalized (if applicable):

Address of Future Residence:

III. Alternate Contact

Please designate someone as an alternate contact in case of questions when the couple is unavailable.

Name:

Phone Number: Relationship to the Couple:

Email address:

Mailing Address:

Your wedding date is reserved when the church has received this completed form and the wedding fee, and the master calendar has been checked for availability. Please return this form to the church office. Retain a copy for your records.

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