

- Rehearsal Dinner Location/Time _____
- Reception Location/Time _____
- Marriage License Applied For _____
- Wedding Fees Paid _____

Counseling Appointments:

Date _____ Time _____

Date _____ Time _____

Date _____ Time _____



Wedding Handbook

Ephraim Moravian Church
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Your wedding is a very important occasion for you and the Church. This occasion represents a time of great joy and religious significance.

We are eager to help make your wedding memorable and significant. This booklet has been prepared with that in mind. It does not have the answers to all your questions, but we believe it contains information that you will find essential as you plan your wedding.

After reviewing this booklet, we encourage you to call the Pastor to discuss your questions. Our goal is to work with you to make your wedding the celebration you desire.

supplying your own music and may invite a musician of your choice. A piano is available for your use.

An organ prelude usually begins about twenty minutes before the start of the actual ceremony. This music should be carefully selected, since it contributes significantly to the atmosphere of the occasion. If you are planning to have a soloist, please discuss this with the organist.

CHECK LIST

Wedding Date: _____ **Time:** _____

Rehearsal Date: _____ **Time:** _____

- Letter to the Board of Elders** _____
- Church Reserved** _____
- Minister Contacted** _____
- Permission Granted** _____
- Organist Contacted** _____
- Soloist Contacted** _____
- Music Selected** _____
- Florist** _____
- Photographer** _____
- Videographer** _____

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desire to have additional counseling after your wedding. In the event of difficulties, we hope that you will not hesitate to call your pastor.

Marriage License

Be sure to apply for a marriage license in your state of residence, and don't forget to bring it on your wedding day. The pastor must sign your marriage license.

Wedding Rehearsal

The wedding rehearsal is usually held the evening before the wedding. At this time, the entire wedding party can become acquainted with the facility and the ceremony itself. It is desirable for the entire wedding party, as well as both sets of parents, to attend the rehearsal. This will reduce anxiety and allow the ceremony to go smoothly.

Frequently, the rehearsal is followed by a rehearsal dinner or party. If you desire to have the pastor (and spouse) and the organist (and spouse) attend this event, please remember to invite them in advance. Do not assume that their involvement in your wedding automatically includes them in your rehearsal party. Likewise, if you would like the pastor (and spouse) and organist (and spouse) to attend your wedding reception, extend an invitation to them well in advance of the wedding.

Wedding Music

As soon as the date and time for your wedding and rehearsal have been approved by the Board of Elders, you may contact the church organist to see if she is available to play on those dates. Requests for her time must be arranged directly with her, and fees should be negotiated with her. Fees will vary depending on the complexity of the music. If the church organist is not available, you are responsible for

USE OF THE CHURCH BUILDING

General regulations

It is expected that members of the wedding party will conduct themselves in the sanctuary in accordance with the respect shown in all sacred institutions.

No alcoholic beverages may be consumed on the church premises at any time. Smoking is not permitted anywhere in the building. Nothing is to be thrown inside the church and only birdseed may be thrown outside. It is your responsibility to see that your ushers carry out this policy.

It is also your obligation and responsibility to clearly communicate all these regulations to members of your wedding party prior to the wedding.

Wedding Decorations

The sanctuary is a special setting in which to hold sacred worship services in a beautiful and dignified manner. A minimum of decoration is allowed and should be coordinated with the overall worship setting. Fresh or artificial flowers may be placed as appropriate in the front of the sanctuary. Please do not use any type of tape or staples to attach decorations to pews or elsewhere.

Dressing Rooms

If you desire to dress at the church, we can accommodate you. We do ask that you make arrangements to secure your personal articles during the ceremony and that you leave the rooms as you found them. Please inform the pastor if you desire to use our facility to dress, and you will be shown what is available.

Wedding Pictures

If you are planning to have photographs taken, whether by a professional or a friend, please instruct him or her that no photographs are to be taken during the ceremony, although they may be taken during the processional and recessional. Following the ceremony, you may “recreate” any pictures that you would like to include in your album.

If you plan to have a friend or family member videotape your wedding, please let the pastor know. This is acceptable if an unobtrusive place can be decided upon for the videographer to stand. Otherwise, the request will not be honored.

Wedding Fees

- **Church Building:** There is a \$500 fee for non-member use of the church facility, of which \$100 is required to reserve the building, which is non-refundable.
- **Pastor:** The fee for pastoral service is \$225. This includes a minimum of three hours of premarital counseling, the rehearsal, and the wedding.
- **Organist:** Fees will vary depending on the complexity of the music. The minimum fee is \$150.
- **Other Musicians:** If you have asked friends or family members to sing or play for your wedding, please ask them if they are expecting an honorarium. This will save embarrassment later.
- **Custodian:** There is a flat fee of \$50, payable to Ephraim Moravian Church.

All fees shall be paid one week prior to the wedding rehearsal date.

PLANNING FOR YOUR WEDDING

Scheduling Your Wedding

Careful planning is necessary for any occasion to be successful and significant. Your wedding is no different. It is recommended that you schedule the use of the church six to twelve months in advance of your wedding date.

If you are not a member of our congregation, please write a letter to our Board of Elders explaining your desire to be married in the Ephraim Moravian Church. The date for your wedding is set in consultation with the pastor, who will check our church calendar for available dates and present your request to be married in our facility to the Board of Elders. You will be notified by letter of their decision.

Once a wedding date has been chosen, it is yours. Two weddings will not be scheduled on the same day. If you are not a member of our congregation, we strongly suggest that you join us for a worship service before your wedding day. Please introduce yourself to the pastor and the organist on the day of your visit. Worship services are Sundays at 10 a.m.

Premarital Counseling

At least three hours of premarital counseling must be completed prior to your wedding. These sessions are intended to allow you, as a couple, to raise questions and explore areas of your relationship that maybe of concern to you.

During your first session, you and the pastor will begin to look at details of your wedding, such as format of the service, the wedding party, music and other details. These informal sessions will help the pastor prepare for this significant day in your life.

The other two sessions will look at your relationship as a couple. One of the benefits of this premarital work is that you will have a better relationship with the pastor should you

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