

PLANNING A WEDDING AT



Holy Cross

410 NORTH ARLINGTON AVENUE
DULUTH, MINNESOTA

HAVING YOUR WEDDING AT *Holy Cross*

We at Holy Cross Lutheran Church are pleased to serve and assist you with your wedding plans. This booklet has been prepared to help you plan your wedding and to answer some basic questions that you may have. As you meet with the pastor, you will spend time discussing the wedding ceremony itself and your hopes and dreams for your wedding. Please take the time to carefully read the following information. Feel free to let us know if you have any questions.

In the state of Minnesota, there are two ways for couples to marry:

1. Judges perform legal matrimonial ceremonies in a variety of settings, and
2. Ordained ministers perform legal marriages in the context of a religious ceremony.

Although having your wedding at Holy Cross Lutheran fulfills the state requirement to be married by an ordained minister, please note that we consider your wedding at Holy Cross Lutheran Church to be a sacred ceremony, and an act of worship. We pray God's blessing upon you and your life together.

To begin the planning process, contact the church office administrator to check the calendar for the date of your wedding and rehearsal and then contact the Pastor to make sure the date is open on his schedule. A deposit is required to reserve your date on the church calendar. This deposit is non-refundable.

Once the date is secured, the Pastor will schedule a time for you to meet for required pre-marriage counseling and consultation.

Required Fees

- \$100 Non-Refundable deposit made at the time of booking to reserve the date on the church calendar. (This will be used offset the building use fee below.)
- \$150- Building Use (Your booking deposit to will count towards this.)
- Honorarium for Pastor (Suggested minimum of \$300.)

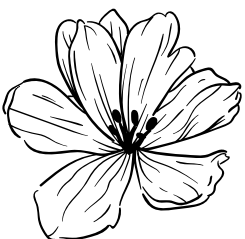
Optional Church Fees

- \$500 - Additional Building Usage Fee if you desire to have your wedding reception at the church. Restrictions apply.

Fees for Musicians/Vocalists

- It is the responsibility of the couple getting married to make fee agreement(s) with musicians/vocalists.

All fees need to be paid at least one week prior to your wedding date.





Wedding

GUIDELINES

AISLE RUNNERS/BIRD SEED/PETALS/RICE

Aisle runners can be dangerous to people unsteady on their feet, please keep that in mind when considering the use of them. For the safety of birds, we ask that you DO NOT use rice. We also discourage the use of bird seed since it is slippery on the sidewalks. Bubbles or bells are some suggestions. Anything that needs to be cleaned up is not allowed. If flower petals are used in the aisle, only silk is allowed due to possible staining.

ALTAR FLOWERS/DECORATIONS

Due to the space limitations of our altar area, we ask that if you are having wedding bouquets, you limit it to one bouquet for the altar area. Use a florist of your choice. If needed, the pastor can help you with flower colors and their liturgical significance and help you with the use of our brass vases and placement of other floral arrangements around the church.

BULLETINS

Use a printer of your choice. Holy Cross does not provide printing of bulletins. Please consult with pastor before you print any bulletin.

CANDLES

The church does have candleholders available for use. It is the responsibility of the couple to provide the candles.

CLEANUP

All materials used for the wedding need to be taken from the church after the ceremony. The wedding couple is responsible for assigning individuals to the tasks of cleaning up dressing rooms, taking gifts, removing decorations at the end of the ceremony. Please leave the church as it was before the ceremony.

DRESSING AREAS

Rooms are available for both the bridal party and the groom's party. Consult with the pastor for details. These rooms will not be locked. You may choose to leave purses, cameras or other valuables elsewhere. The church is not responsible for lost or stolen items.





Wedding

GUIDELINES

GIFTS

Gifts may be displayed in the Narthex. For security reasons, gifts should be removed as soon as possible. The church is not responsible for lost or stolen items.

INCLUDING OTHERS IN THE SERVICE

If desired, we welcome you to include family and friends during the service. They can serve as readers, or if desired can share a short message. In consultation with one of our pastors, outside clergy are welcome to be part of the service, but a pastor from Holy Cross will be present at all weddings – what role visiting clergy take in the wedding will be based on conversation between couple and the pastor of Holy Cross. Please note, if you choose to have an additional pastor assist with the wedding this does not subtract the fees for the pastor from Holy Cross.

MARRIAGE LICENSE

Wedding license applications are available at your county courthouse. It is the responsibility of the couple to obtain the license prior to the date of the wedding. As of the writing of this handbook, wedding licenses in Minnesota are valid for up to six months. You are asked to bring the marriage license with you to the wedding rehearsal. If no rehearsal, you are asked to bring the license into the church office two days prior to the wedding.

MUSIC

The wedding service is an act of joyful celebration – and music and song has the power to add to that celebration. We trust that you will choose music that fits your understandings and personalities while also fitting the setting and sacredness of the space. At some point during your wedding preparations you will talk about ceremony music with the pastor, including whether you would like congregational singing as part of the service. It is your responsibility to arrange/hire musicians. If needed, the pastor can assist you with an organist or other musicians from Holy Cross (please note that all musicians/soloists have fees for their services). You are also welcome to bring in your own musician (organist, pianist, other instrumentalist, soloists).

PARAMENTS

Altar and pulpit hangings are used according to the season of the church year. They are not changed for a wedding.





Wedding

GUIDELINES

P H O T O G R A P H Y / V I D E O G R A P H Y

Pictures may be taken two hours before and one hour after the ceremony. Photos need to be completed one-half hour before the ceremony begins. Flash pictures may be taken during the procession and recession. Except for the processional and recessional, the photographer and video camera operator are restricted to the balcony and rear of the church behind the last pew of guests. No flash pictures are permitted during the ceremony. Video recording of the ceremony is permitted if it is unobtrusive and the operator is stationary. Please inform your photographer and video operator of these directions.

R E C E P T I O N

Holy Cross offers its fellowship hall and outdoor space for an additional fee. Please note that the restriction on use of alcohol applies to wedding receptions. If alcohol is found during receptions, the reception will be over, and no refund given for any fees.

R E H E A R S A L

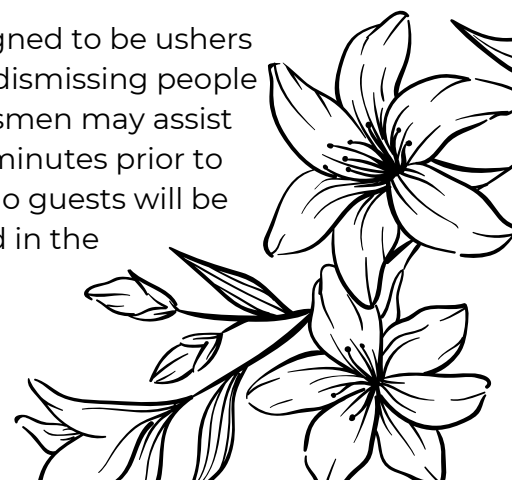
All members of the wedding party, including: ushers, parents, readers, etc. are expected to attend the rehearsal. Everyone needs to be on time. The wedding rehearsal is usually held the evening before the wedding day. How long the rehearsal takes varies on the size of the wedding party, and the ability to start the rehearsal on time. The Pastor gives complete directions for the ceremony. Unity candle(s), decorations, guest book, bulletins should be brought to rehearsal.

U S E O F T O B A C C O A N D A L C O H O L

Holy Cross is a tobacco-free facility. Smoking and the use of other tobacco products and the consumption of alcoholic beverages (except wine for Holy Communion) are not permitted inside or anywhere on the church grounds. It is the couple's responsibility to see that the wedding party abides by this policy.

U S H E R S

It is strongly encouraged that you have at least two people assigned to be ushers for your ceremony. Ushers help seat people and may help with dismissing people following your wedding. Ushers may be male or female. Groomsmen may assist with ushering. Ushers need to begin seating guests at least 20 minutes prior to ceremony. Ushers may also assist with the lighting of candles. No guests will be seated during the procession. Late arriving guests will be seated in the back of the church or in the balcony (whatever causes the least amount of disturbance).





Holy Cross Lutheran Church

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