

Wedding Guidelines



Holy Cross Lutheran Church

Omaha, Nebraska

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Omaha, NE 68134

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Introduction

Congratulations on your upcoming wedding! We want to help you make your wedding a true expression of your faith in God, your love for each other, and a celebration to remember. This brochure contains the policies and procedures we use to achieve these goals.

Weddings are first and foremost, a worship service. We begin, therefore, with three basics:

1. Your wedding is about celebrating both God's love for all creation and the love for each other with which you have been blessed.
2. Your wedding is asking God to bless your lives together as you begin a new family. It serves as a public witness of your faith in God.
3. Your wedding, from its planning through its celebration, should preclude any activities that detract from, negate or minimize this center of faith.

Application and Deposit

Setting a date should be done as early as possible, ideally no later than six months in advance. Your wedding date will not be reserved on the church calendar until your completed Wedding Information Form and the \$100 deposit have been received. The remainder of the wedding fees (\$300) must be paid prior to the rehearsal.

Fees

| | |
|-------------------------------|------------------------------------------------|
| Facilities | Thank offering* |
| Pastor | Honorarium (\$200 suggestion) |
| Pre-marital Inventory Fee | \$40.00 |
| Organist/Pianist | \$125.00 (Outside musicians must be approved.) |
| Wedding Coordinator | \$85.00 |
| Sound Technician | \$50.00 |
| <u>Utilities and supplies</u> | <u>\$100.00</u> |
| Total | \$400.00 |

*Couples should consider a "Thank offering" to the congregation, in gratitude for all that others have provided.

Music

1. While not providing a specific list of "approved music," Holy Cross encourages vocal and instrumental music which:
 - a. Maintains high quality.
 - b. Invokes/acknowledges God's presence, seeks God's blessing, and praises God.
 - c. Expresses God's love through Jesus.
2. All music must be approved by the Worship and Music Coordinator. The couple will need to schedule a meeting with the Wedding Coordinator as soon as their wedding date has been finalized.
3. Holy Cross regards current "hits" and "personal favorites" as likely more suitable for a reception following the wedding worship service.

Musicians

1. Holy Cross will provide the organist. If the couple desires a "guest organist," the Worship and Music Coordinator must approve that person in advance.
2. Guest musicians must coordinate use of the church's pianos or other church instruments with the Worship and Music Coordinator.
3. Other than the church's organist, the couple have responsibility for all honoraria and/or fees of musicians.
4. If Holy Cross provides a soloist, there is an additional fee of \$75.00.

Wedding Coordinators

1. Holy Cross provides Wedding Coordinators who work with the couple to help plan wedding logistics and assist on the wedding day.
2. The Wedding Coordinators or other designated personnel will supervise moving any furnishings and operating the sound/projection system, including taped music.
3. The Wedding Coordinators will assist with decorating. We have candelabra, aisle candles and unity candle holders that can be used. The Wedding Coordinators have final say on what decoration are or are not appropriate.
4. The couple will need to schedule a meeting with the Wedding Coordinator as soon as their wedding date has been finalized.

Pre-marital Preparation

1. Pre-marital preparation sessions with the pastor are required for all couples.
2. Please contact the pastor two months before the wedding to schedule the pre-marital sessions.

Photography

1. No flash photographs should be taken during the worship service except during the procession and recession. Couples should notify family and friends of this provision. The following may appear in a printed folder: *"Flash photography should not be used between the procession and recession."*
2. Photographer must use "available light" for photographs.
3. Holy Cross recommends that you complete all "posed photos" prior to the wedding.
4. If you video-tape your wedding, ask the camera operator(s) to consult with the pastor in advance.

Guidelines

1. Holy Cross does not conduct non-member weddings. One or both members of the couple must be members of Holy Cross Lutheran Church. Exceptions may be made for those who have a personal connection to the congregation through family or if one or both persons intend to join the congregation.
2. Holy Cross declines "last minute" requests for weddings or those that would use the facilities simply as "a wedding chapel."
3. Except for unusual circumstances, wedding planning includes a rehearsal.
4. The congregation will consider requests to schedule a wedding during a regularly scheduled congregational worship service.
5. Holy Cross encourages the celebration of Holy Communion during a wedding, with the understanding that all people in attendance are welcome at the Lord's Table.
6. A pastor from Holy Cross will preside at all weddings. Other clergy may assist. Family and friends may assist with reading, lighting candles, providing music, etc.
7. Holy Cross will not schedule weddings during Holy Week (Palm Sunday through Easter Sunday, and greatly discourages weddings during the season of Lent (the five weeks leading up to Easter).
8. Pararments and other seasonal decorations will remain as they are, based on the liturgical calendar. For example, couples cannot request a specific color of pararments be used on their wedding day. The "Pray Ground" will not be removed unless the space is requires for seating.

Other Considerations

1. Omaha city fire codes limit seating in the Worship Center to 330 persons.
2. Holy Cross is a clean air facility. There is no smoking inside the building.
3. Except for wine at Holy Communion, no alcoholic beverages are allowed on church grounds or in the church building. Anyone possessing alcohol or being under the influence of alcohol or an illegal substance will be removed from the property. This includes both the rehearsal and the wedding.
4. Because of environmental concerns, Holy Cross prohibits bird seed, rice, or balloons.
5. Holy Cross assumes no liability for the loss or theft of equipment, clothing, gifts or other personal items belonging to the couple, family or friends.
6. The wedding party must assign someone to police the rooms used on the day of the wedding, disposing of unwanted items and looking for personal items left behind. The congregation cannot take responsibility for returning personal items.
7. The couple must bring the marriage license and accompanying envelope to the church office at least one week prior to the wedding. With the licence, also furnish the witnesses' complete names and addresses, including zip code.
8. Holy Cross is fully wheelchair accessible.

*Adopted: June, 1994
Revised: June 7, 2017*