

United in Faith Wedding Information Document

(to be used with the 2-page fee agreement when planning a wedding at UIFLC)

United in Faith Lutheran Church (UIFLC) wants to partner with you as you prepare for your wedding. We welcome your wedding, regardless of marital history, gender identity, sexual orientation, church membership, baptismal status, national origin, race, or socioeconomic status. If you choose to have your wedding at UIFLC, please remember that there may be different guidelines here than at a non-religious venue, as it is a place of worship.

Setting a Date and Time

It is important that you speak with the pastor before finalizing your wedding date. A deposit is required to reserve the date on the church calendar (see *Wedding Agreement* Form for details).

Facilities Available

Our heated and air conditioned sanctuary seats a hundred or so people. It is not a very traditional worship space, so please be sure to see the space before you finalize your plans. There is a piano in the sanctuary that may be used by the wedding musician. Our organ may only be played by UIFLC's organist (with rare exceptions).

The sanctuary includes a basic amplification sound system. UIFLC has a member who can provide a professional quality sound system (optional - additional fee), with microphones and a technician to run the equipment on the day of your service. This would make it easier to utilize MP3 or other electronic music formats in the wedding service.

The color of the altar cloth and banners at UIFLC is changed with each season (Advent-blue, Lent-purple, summer-green). You may wish to ask ahead of time what color the altar hangings will be at the time of your wedding. Some additional decorations may be added to the worship space, such as flowers or a unity candle (not provided by the church). Because the church is a worship space, we ask that all wedding decorations be tasteful. Please note that UIFLC reserves the right to refuse and remove any decor that is deemed to be inappropriate, hazardous, or potentially damaging. Please be in contact with the Church Administrator in the church office ahead of time if flowers are to be delivered in advance.

UIFLC's Fellowship Hall (in the East Building, adjacent to the sanctuary) may be used for wedding receptions. Please consult the *One-Time Building Use* form for fee and space use details.

The Service

Typically, the pastor will work with the couple to plan the service, using the basic service format for Weddings from the Evangelical Lutheran Worship hymnal. The pastor will work with the couple to choose appropriate songs and scripture readings for the wedding service. Other readings or non-religious music in the service may be included (at the discretion of

UIFLC's pastor). Holy Communion is optional. If Holy Communion is offered, the pastor will offer a welcome to all who choose to commune (per UIFLC's "open communion" policy).

Musical Instruments and Content

Normally, one of the church musicians from UIFLC will serve as the wedding musician for your service. Occasionally, an outside musician may be used. If the couple would like to bring in their own special musician who will play or sing along with our church musician (soloist or instrumentalist), this should be noted ahead of time.

Pre-marital Counseling

The UIFLC pastor requires premarital meetings – typically 4-6 sessions (this usually includes a wedding service planning session). Pastor Carla utilizes the PREPARE/ENRICH inventory to guide premarital meeting discussions. This process includes an online survey taken by each person to help identify the couple's unique strengths and potential growth areas. The couple pays a one-time scoring fee of \$35 directly to PREPARE/ENRICH online when completing the survey.

The honorarium for these premarital meeting sessions is \$200, paid to the pastor at the end of the premarital meeting sessions. At the pastor's discretion, another qualified individual may offer premarital counseling for the couple, especially if the couple resides far from UIFLC.

Marriage License

The couple must secure a Cook County marriage license ahead of time (must be obtained at least one day prior to the ceremony and is then valid for 60 days). The couple must bring the marriage license to the rehearsal, and the pastor will keep the license in a secure location until the ceremony. The pastor will mail the signed license within the week following the ceremony.

Wedding Bulletins

The UIFLC office can provide a no-frills, black-and-white bulletin, printed on our office copier. If you would prefer to print your own bulletins or use a printing company, please consult with the pastor for the important details to include in the bulletin text.

Visual Media

Photographers and videographers are welcome throughout the worship space prior to the service. Once the wedding service begins, they should be located only in unobtrusive locations. Photographers and videographers should speak with the pastor before the wedding service to consult on such locations.

Prohibited Activities and Materials

The consumption of alcohol on church property is not allowed.