



“And now these  
three remain:  
FAITH, HOPE  
and LOVE.  
But the greatest  
of these is  
LOVE.”

1 Corinthians 13:13, NIV

*Grow in faith  
Share the Good News  
Serve in love  
All in Jesus' name.*

***Weddings***

**at**

**Minnetonka Lutheran Church**

16023 Minnetonka Blvd.

Minnetonka, MN 55345

**[www.mtkalutheran.org](http://www.mtkalutheran.org)**

Phone 952-935-3419

Office email: [mlcoffice@mtkalutheran.org](mailto:mlcoffice@mtkalutheran.org)

Pastor Bob Rusert [rrusert@mtkalutheran.org](mailto:rrusert@mtkalutheran.org)

Pastor Paul Clark [pclark@mtkalutheran.org](mailto:pclark@mtkalutheran.org)

### Wedding Fees for Non-Members of Minnetonka Lutheran Church

<u>Service</u>	<u>Fee</u>	<u>Payment Due Date</u>
Deposit	\$100.00	When wedding date is set
Prepare Inventory	\$75.00	At Pastoral Sessions
Wedding Coordinator	\$200.00	1 month prior to wedding date
Building Use	*\$400	1 month prior to wedding date
Organist	\$200.00	1 month prior to wedding date
Pastor	\$300.00	1 month prior to wedding date
Office Administrator <i>(if programs are requested)</i>	\$50.00	1 month prior to wedding date
Kitchen/Fellowship Hall	**\$750	1 month prior to wedding date

\*Building use fee includes custodial fee, unless excessive custodial efforts are required, which will be billed at \$20.00 per hour.

\*\* Rental of Kitchen/Fellowship hall permits usage from Friday (4:00-10:00pm) through Saturday (up to 10 hours). (\$50.00p/h for each additional hour)

## Welcome Prospective Bride and Groom!

We are pleased that you have chosen to be married at Minnetonka Lutheran Church. It is our privilege to help you plan your wedding service so that it will be meaningful and joyous for you, your families and your wedding guests.

A church wedding is above all a service of worship. A worship service is designed to give glory to God and to praise God's name. This means that everything said and done in the service should be of a worshipful character. The scriptures read, the vows spoken, the music chosen and the entire physical setting contributes to beautiful and joyous worship. Designing such a service will create wonderful, lasting memories of this, your special day.

## Wedding Fees for Members of Minnetonka Lutheran Church

<u>Service</u>	<u>Fee</u>	<u>Payment Due Date</u>
Deposit	\$100.00	When wedding date is set
Prepare Inventory	\$75.00	At Pastoral Sessions
Wedding Coordinator	\$150.00	Rehearsal
Building Use	*\$200.00	Rehearsal
Organist	\$200.00	Rehearsal
Pastor	\$200-\$300	Rehearsal
Office Administrator <i>(if programs are requested)</i>	\$50.00	Rehearsal

Kitchen/Fellowship Hall

\*Building use fee includes custodial fee, unless excessive custodial efforts are required, which will be billed at \$20.00 per hour.

## Your Wedding at Minnetonka Lutheran Church

Christian marriage is a lifetime promise or covenant between a man and a woman. A Christian couple enters marriage as two people who have been sealed with God through the Sacrament of Baptism. The couple pledges to respect, care for and grow with one another. This they do in the Spirit of Christ and with the promise of Christ's blessing.

It is assumed that those wishing to have a wedding in the church intend to establish a Christian home. Where that intention is lacking, participation in a church wedding becomes an act of dishonesty. However, the people of Minnetonka Lutheran Church are eager to help those committed to a Christian marriage in any way that will assist them with their wedding and in the future. You are invited to make Minnetonka Lutheran Church your home, if you are not already members.

This booklet is written to guide and assist in your planning and preparation for the wedding ceremony. In addition, pastoral counseling will assist you as you plan your life together.

## Important Contacts at Minnetonka Lutheran Church

### Senior Pastor:

*Bob Rusert* 952.935.3419 rrusert@mtkalutheran.org

### Associate Pastor of Faith Formation:

*Paul Clark* 952.935.3419 pclark@mtkalutheran.org

### Office Administrator:

*Sue Lungstrom* 952-935-3419 mlcoffice@mtkalutheran.org

### Wedding Coordinator:

*Shirley Greenwood* 952-933-4393 skgreenwood@earthlink.net

### Assistant Coordinator:

*Beth Brusius* 952-475-3996 bbrusius@ties2.net

### Organist:

*Diane Tuseth* 952.270.3311 dtuseth@mchsi.com

### Properties Manager:

*Norm Gehrke* 952-935-3419



## Initial Planning Steps:

1. Confer with Pastor to discuss the possibility of a wedding and to check the church calendar for a date suitable for the use of the church and the participating personnel. A wedding fee schedule will be provided by the pastor or the Office Administrator at this time.
2. Set the date and make a \$100 reservation deposit payable to Minnetonka Lutheran Church. Upon receipt of the deposit, the date will be scheduled on the calendar.
3. Schedule the wedding rehearsal. This is necessary for a formal wedding and is usually the evening prior to the wedding. The rehearsal should begin promptly and will take no longer than one hour. **(Please bring the wedding license at the time of the rehearsal.)** Those in attendance should be the:
  - a. Bride and Groom
  - b. All attendants
  - c. Ushers
  - d. Parents of the couple
  - e. Other participants (readers, musicians, etc.)
  - f. Pastor
  - g. Wedding Coordinator(s)
4. Meet with the wedding coordinator(s) to complete the following forms:
  - A. Wedding Party Information Form
  - B. Sanctuary Request Form
  - C. Facilities Use Form, if needed
5. Meet with the Pastor to set dates for visits. (See "Pastor" section for the purpose of these visits.)
6. Meet with the organist to make musical selections. All weddings at Minnetonka Lutheran will use the staff organist unless approval is sought for an exception to this policy.

## Photography Guidelines

- A. Arrangements for a photographer are the responsibility of the couple. It is encouraged that photographs be taken prior to the wedding service. **No flash pictures are permitted during the service by the photographer or guests.** The balcony or rear of the sanctuary areas may be used for non-flash pictures. It would be helpful if the wedding program included the statement regarding pictures so that the service is not disrupted by such activity

## Recessionals

Now Thank We All Our God	Bach
Wie Will Ich Mich Freuen (My Spirit Be Joyful)	Bach
Now Thank We All Our God	S. Karg-Elert
Joyful, Joyful We Adore Thee	Beethoven
Rondo in G	Bull
Prince of Denmark's Trumpet Voluntary	J. Clark
Allegro Maestoso	G. F. Handel
Hornpipe no 2 from Water Music Suite	G. F. Handel
Finale from Organ Concerto in F, opus 4 no. 5	G. F. Handel
Allegro from the 3 <sup>rd</sup> London Trio	Haydn
Fanfare	Lemmens
Psalm 19	Benedetto Marcello
Bridal Chorus	Mendelssohn
Toccata in F	C. M. Widor
Toccata in C	Young



## Church Personnel and Their Services

A number of people are available to assist you in your wedding planning. Below are listed those people and the kinds of help they can provide:

### Suggested Processionals or Instrumental Music

Air on the G String	Bach
Arioso from Concerto in F Minor	Bach
Jesu, Joy of Man's Desiring	Bach
Canon in D	Bach
Sheep May Safely Graze	Bach
Wachet Auf Ruft uns die Stimme (Sleepers Wake)	Bach
Ode to Joy	Beethoven
Rigaudon	Campra
Prelude to a Te Deum	Charpentier
Nocturne in D-flat	F. Chopin
Hornpipe	G. F. Handel
Prince of Denmark's Trumpet Voluntary	J. Clark
Tis the Gift to Be Simple	arr Copland
Procesin Alegra	Garry A. Cornell
Air from Water Music	G. F. Handel
The Rejoicing	G. F. Handel
Thaxted	G. Holst
Trumpet Tune in D Major	Johnson
God of Grace	Paul Manz
Jesus, Lead Thou On	Paul Manz
Rondeau	J. Mouret
Adagio from Clarinet Concerto	W. A. Mozart
Wedding March	W. A. Mozart
Canon in D	Pachelbel
Trumpet Tune in D Major	H. Purcell
Trumpet Voluntary	H. Purcell
Trumpet Voluntary	J. Stanley
Air for Trompette	G. Telemann
Bridal Chorus (Here Comes the Bride)	Wagner
Prelude in Classic Style	G. Young

### Pastor:

*A pastor will*

1. Officiate at the wedding and conduct the rehearsal.
2. Help the couple plan for the wedding service.
3. Help the couple plan for married life by
  - Administering the "Prepare" inventory and discussing the results.
  - Providing options for the premarital counseling time suggested by the State of Minnesota.
  - Expressing the significance of Christian marriage.
4. Consult and help divide responsibilities if a guest pastor is also involved.  
*Note:* One pastor from Minnetonka Lutheran is always to co-officiate at weddings in our church.
5. Collect the wedding license in advance and fill in the appropriate data.
6. Insure all marriage documents are signed at the wedding.

### Wedding Coordinator(s)

*The Coordinator(s) will help by:*

1. Contacting the couple after the wedding date is set.
2. Consulting with the couple regarding
  - The physical arrangements of the sanctuary.
  - The rooms to be used.
  - The equipment desired.
  - The times for the rehearsal, floral delivery, pictures and wedding so that the church is open and available at the appropriate times.
3. Assisting the couple with the completion of the necessary forms.
  - Wedding Party Information Form
  - Sanctuary Request Form
  - Facilities Use Form, if necessary
4. Setting up the Sanctuary and necessary rooms in preparation for the rehearsal and wedding.
5. Being present at the rehearsal to assist with the processional and other procedures.
6. Setting up for sound recording the service, if requested.
7. Opening the building on the day of the wedding and assisting, as needed, in all activities regarding the wedding.
8. Providing simple refreshments for the wedding party during pre-wedding activities.
9. Taking down the items that relate to the wedding in preparation for regular services.
10. Collecting the payments and honorariums and distributing them to the appropriate people.

## Property Manager/Weekend Custodian

*The custodian will help by:*

1. Setting up the required rooms with the requested large items and returning them to normal placement following the wedding.
2. Cleaning the areas used by the wedding party and guests in preparation for regular services. Damage to any areas will result in additional fees assessed to cover the time and supplies needed to restore the areas to their previous condition.

## The Facilities at Minnetonka Lutheran Church

Minnetonka Lutheran Church seeks to make available fine facilities and equipment to enhance the wedding service. Use of the facilities by members will have preference over requests of non-members. Charges to non-members will also be higher. The pastor has the right to refuse the use of the facility for a marriage if he judges that the couple is not Christian nor will they provide a Christian home.

Specific arrangements for the facility may be requested on the Sanctuary Request Form and the Facilities Use Form. These are completed with the assistance of the Wedding Coordinator.

- The aisle at Minnetonka Lutheran is carpeted and is 70 feet in length. If a white aisle cloth is desired, your florist should provide and arrange for its use. The sanctuary will seat approximately 400 people.
- Available for wedding use are appropriate banners, a kneeler with a wedding cushion, and aisle candleholders. A candelabra, which accommodates three tapers used for the lighting of the Unity Candle, is also available. The couple is responsible for providing the **three** candles used for this purpose.
- **Smoking is not permitted inside the church building. Alcohol consumption is not permitted on the church grounds or in the church building. Because the use of alcohol can have a negative impact on proceedings, people who arrive at the rehearsal or wedding ceremony and are judged to be intoxicated will not be permitted to participate, and they will be asked to leave the premises.**

**Users of the facilities of Minnetonka Lutheran Church will be responsible for the behavior of all guests at the event.**

Wedding participants and guests are to use only those areas required by the wedding. These are the Sanctuary, Narthex, Library, Fireside Room, Fellowship Room, bathrooms and hallways to these rooms. Other areas of the facility are off limits. The rooms just mentioned and the parking lots are also included in areas that must be undamaged. Users are responsible for any damage caused to any area of the church, and must monitor their guests so that they are only in the stated areas.

Use of the facility for the rehearsal dinner or the wedding reception is also an option. The Facilities Use Form will provide information about what is available and what the charges would be if a dinner or reception is desired. The maximum number that is permitted in the Fellowship Hall is 250.

## Planning the Wedding Worship Service

The wedding service is planned with the pastor. Remember that this is a worship service and follows a particular order. Some of the options for the service are listed following the general outline. These options may be discussed with the pastor and the music personnel. Other suggestions are welcome and can be discussed, as well.

### The Order of Worship

Music (Optional)  
Prelude  
Processional  
Welcome  
Prayer of Invocation  
Music or Congregational Singing (Optional)  
Scripture Readings  
Pastor's Address/Homily  
Music or Congregational Singing (Optional)  
Order of Marriage  
Vows  
Exchange of Rings  
Lighting of Unity Candle (Optional)  
Music (Optional)  
Prayer of Blessings  
Communion (Optional)  
The Lord's Prayer  
Benediction  
Presentation of Couple  
Recessional  
Postlude

### Suggested Scripture Readings:

Genesis 1:26-28, 31a

Genesis 2:18-24

Psalms 23

Psalms 67

Psalms 128

Psalms 148:1-6

Proverbs 31

Ecclesiastes 3:1-8

Ecclesiastes 3:14-21

Ecclesiastes 4:9-12

Song of Solomon 2:10-13

Song of Solomon 8:6-7

Matthew 7:24-29

Matthew 19:3-6

Mark 10:6-9

John 2:1-11

John 15:9-16

Romans 12:1-2, 9-13

1 Corinthians 12:31-13-13

Ephesians 3:14-19

Ephesians 4:29-32

Ephesians 5:21-33

Colossians 3:12-17

1 Peter 3:1-9

1 John 3:18-24

1 John 4:7-16

Revelation 19:1, 5-9