

*THE CHRISTIAN RITE OF MARRIAGE*

*AS CELEBRATED AT*

*WEST PLAINS UNITED CHURCH*

*549 Plains Road West  
Burlington, Ontario  
L7T 1H1*

*905-529-4871*

Church Office Hours: Tues/Wed/Thurs/Fri. 9 a.m. - 12:00 p.m.

e-mail address: [info@westplains.ca](mailto:info@westplains.ca)

website: [www.westplains.ca](http://www.westplains.ca)



*January 2018*

## *Introduction*

Congratulations on your forthcoming marriage! The church staff looks forward to helping you create your own marriage worship service that honours the institution of marriage and also reflects who you are as a couple. Our marriage ministry at West Plains includes heterosexual and same gender couples.

The Christian rite of marriage is a service of worship. Those who come as guests are part of the worshipping community. In this act of worship, the congregation gathers to celebrate God's gifts and to seek with the bride and groom God's blessing on their lives and on their relationship.

This booklet has been prepared in order that you may understand our wedding procedures at West Plains United Church. It is made available to you by the Worship Committee in the hope that it will help you make your wedding a meaningful and joyous occasion and your planning easier.

Our wedding words and order (also called liturgy) follow the forms recommended by The United Church of Canada. As the bridal couple, you will be invited to share in the creation of your wedding service based on these guidelines, but not limited to them. The Wedding Information Checklist on the last pages will be returned to the Minister as a summary of your choices for your wedding worship.

Please read the booklet carefully. If questions arise, the minister will be happy to discuss them.

Some details about West Plains:

- \*A Wedding Service normally lasts about 20-30 minutes
- \*Our sanctuary has a wide centre aisle and seats about 225
- \*Our sanctuary is wheelchair accessible
- \*We are the closest church to the Royal Botanical Gardens
- \*You do not have to be a member to be married at West Plains
- \*The parking lot holds 90 cars, and we have the use of the cemetery parking across the street when needed
- \*We provide volunteer parking assistants for large weddings
- \*Our Worship Services are every Sunday at 10:30 a.m.
- \*We enjoy weddings at West Plains and want to make them special!

Enjoy your planning - we look forward to knowing you better and making your day extra special!!

## Wedding Service

*\* Indicates to please stand if you are able*

*Organ Prelude*

*Seating of the Family of the Bride and Groom*

*Welcome*

*Lighting of the Family Candles (optional)*

*\*Processional*

*\*Greeting*

*\*Blessing Of The Marriage*

*Declaration of Intentions of Marriage*

*Opening Prayer (Lord's Prayer optional)*

*Scripture Reading(s)*

*Poem or Hymn (optional)*

*Statement of Marriage & Personal Words to the Couple*

*Vows of Marriage*

*Exchange of Rings*

*Declaration of the Marriage*

*Lighting of the Unity Candle (optional)*

*Prayer of Blessing (Lord's Prayer optional)*

*Benediction*

*Signing of the Register (Soloist optional)*

*Bridal Party Photograph (optional)*

*\*Introduction of the Bride and Groom*

*\*Recessional and \*Organ Postlude*

### CHURCH STAFF

*Minister: Rev. Leigh Olson*

*Church Organist: Lianne Tan*

*Office Support:*

*Other participants (readers, musicians) are listed here also.*

## **PLANNING YOUR WEDDING SERVICE**

We are happy you chose West Plains United Church for the special place of your marriage! These worksheets lead you through the suggested order of service for your forthcoming wedding. They are given to you so that you may take an active part in the creation of a personal ceremony. Take your time, talk together, and have some fun creating your special wedding service!

### **ORGAN PRELUDE**

The organist will play as the guests are seated. If another instrument is being played, this will be called "The Musical Prelude" instead. A soloist/musician of your choosing may also sing/play at this time with organ or piano accompaniment.

### **SEATING OF THE FAMILY OF THE BRIDE AND GROOM**

An usher or family friend will traditionally seat the parents of the groom and the bride's mother and possibly grandparents just before the service starts. The seating of immediate family members signals that we are ready to begin.

### **WELCOME**

The minister will lead the groom and his attendants to stand at the front or chancel area of the sanctuary. The minister will welcome everyone gathered. The welcome includes: an introduction to the marriage worship, and some instructions (including the use of cameras and confetti), and announcements (if needed). The family candles are then lit or the guests are asked to stand as they are able for the processional.

### **LIGHTING OF THE FAMILY CANDLES** (optional)

To represent the two families coming together in marriage, the mothers of the bride and groom or other family members may light a single candle each just before the bridal procession begins. They will be introduced by the minister.

### **PROCESSIONAL**

Traditionally the bridesmaids and flower girl and/or ring bearer come down the aisle followed by the bride on the arm of her father, parents, or family member. A groom may also choose to enter with his parents. Do you have any preferences? The minister will also talk with you about the different ways of grouping your wedding party at the front of the church.

Some popular music for the Processional/Recessional include:

**BRIGHT, FESTIVE SELECTIONS:**

1. Trumpet Voluntary (Prince of Denmark's March) - J. Clarke
2. Trumpet Tune (Trumpet Voluntary) - H. Purcell
3. Tuba Tune in D - C.S. Lang
4. Marche Royal - J.J. Mouret
5. Voluntary in D - W. Boyce
6. Hornpipe (from Water Music) - G.F. Handel
7. Ode to Joy - L. van Beethoven
8. Prelude (from Te Deum) - M-A. Charpentier
9. Wedding March - F. Mendelssohn

**GENTLER SELECTIONS (for the Processional or Signing the Register)**

10. Canon in D - J. Pachelbel
11. Jesu, Joy of Man's Desiring - J.S. Bach
12. Air (From Water Music) - G.F. Handel
13. Ave Maria - F. Schubert
14. Capriccio - G.F. Handel

**GREETING**

The minister will greet the bride and groom and ask for God's presence in the service.

**BLESSING**

The minister will ask, "**Who gives their blessing on this marriage?**" Traditionally the bride's father (or escort) has answered "I do" and then sits down. A modern variation is to have the bride's parents or both sets of parents (or other family) stand for the blessing together and say "We do". In addition you may ask all the guests for their promise to support and bless the marriage and to respond "We do" to the question.

**DECLARATION OF INTENT**

**The minister asks:**

"\_\_\_\_, will you have \_\_\_\_ to be your wife?"  
If so, please respond, "I will". (Or "I do")

"And, \_\_\_\_, will you have \_\_\_\_ to be your husband?"  
If so, please respond, "I will". (Or "I do")

Additional or other words can be used if you wish.

**OPENING PRAYER**

An opening prayer in worship reminds us of the presence of God. You may write your own if you wish. The Lord's Prayer (said together) is optional here or after the Prayer of Blessing.

**SCRIPTURE READINGS**

You are invited to choose the Bible readings and poems (1-3) for your service or leave it to the minister. You may invite a friend or family member to give the reading(s) as a way of including them in your service to make it more personal, but this is optional. Readers are encouraged to attend the wedding rehearsal, and to read from the New Revised Standard Version of the Bible (the church has a copy). Suggestions include:

**OLD TESTAMENT READINGS:**

Genesis 1:26-28, 31a	"Male and female he created them"
2:18-24	"I will make him...as his partner"
Ruth 1:1-8, 14-17	"Where you go, I will go"
Psalm 19	"Glory of God...like a bridegroom"
67	"Make his face shine upon us"
100	"Make a joyful noise to the Lord"
150	"Praise the Lord"
Ecclesiastes 3:1-8	"For everything, there is a season"
Ecclesiastes 4:9-12	"Two are better than one"
Song of Solomon 1:15 - 2:4	"You are beautiful, my love"
2:10-14	"Love is strong as death"
8:6,7	"A seal upon your heart"
Isaiah 61:10-11, 62:3-5	"As a bridegroom, as a bride"
Jeremiah 31:31-34	"The new covenant"

**EPISTLE READINGS:**

Romans 12:1,2 9-13	"Love one another"
*1 Corinthians 13:1-13 or 4-8	"Love is...the greatest is love"
Galatians 5:1,13,14,22-25	"The fruit of the Spirit is love"
Ephesians 3:14-21	"Rooted and grounded in love"
Colossians 3:1-4,12-15	"Clothe yourselves with love"
1 John 4:7-13	"Let us love one another"
*(most popular reading for a wedding)	

**GOSPEL READINGS**

Matthew 5:1-12a	"The Beatitudes - blessed are those"
7:24-29	"A house built on a rock"
19:4-6	"What God has joined together"
22:35-40	"Love, the greatest commandment"
Mark 10:6-9	"The two shall become one flesh"
John 2:1-11	"There was a wedding in Cana"
15:12-17	"Love one another as I have loved you"

**OTHER READINGS**

If you have a special poem or reading that means something to you please suggest it! The minister also has a computer file of poems and readings.

**HYMNS**

Some couples like to sing a hymn at their service. If you would like to borrow our United Church hymn book, "Voices United", please ask. A hymn may be sung during the Processional (P), the Recessional (R) or during the service. If you like a particular hymn but don't think the guests will know it, you may ask a soloist to sing it for you instead. Some suggested hymns:

**HYMNS FROM "VOICES UNITED"**

218 We Praise You, O God  
 220 Praise to the Lord, the Almighty (P)  
 232 Joyful, Joyful (P or R)  
 240 Praise My Soul, the God of Heaven (P)  
 245 Praise the Lord with the Sound of Trumpet (R)  
 333 Love Divine, All Loves Excelling (P)  
 486 God Who Blesses New Beginnings  
 491 O Perfect Love  
 556 Would You Bless Our Homes and Families  
 644 I Was There to Hear Your Morning Cry

**SOLOIST/INSTRUMENTALIST** (optional)

In addition to the organ music for your wedding service, you may wish to hire additional musicians, such as a vocal soloist, a trumpeter, a flautist, a string quartet or a harp and flute duo, for example. The organist can assist you in recommending musicians and will provide accompaniment for the soloists or instrumentalist as needed.

**STATEMENT OF MARRIAGE AND PERSONAL WORDS**

The minister will make a brief statement about the meaning of marriage and may offer a few personal words and reflections to the bride and groom.

**VOWS OF MARRIAGE**

Your vows of marriage to each other are the most important part of the wedding service. Take time together to write your own or make a choice of the samples below. You also may adapt one of these. If you are composing your own vows, please remember:

1. *Vows should read like poetry and not sound like legal documents.*
2. *There should be nothing to contradict two basic Christian statements about marriage: (1) "faithful to you alone" and (2) "as long as we both shall live".*

You may memorize your vows or you may repeat them with prompting from the minister. Choose the one you like or suggest another:

**Sample #1 - The United Church revised traditional vow**

In the presence of God and before these witnesses, I \_\_\_\_\_,  
 take you, \_\_\_\_\_, to be my wife/husband, to have and to hold  
 from this day forward, for better for worse; for richer, for  
 poorer; in sickness and in health; in joy and in sorrow; to love  
 and to cherish and to be faithful to you alone, as long as we  
 both shall live.

**Sample #2 - The United Church contemporary vow**

\_\_\_\_\_, I take you to be my wife/husband;  
 to laugh with you in joy;  
 to grieve with you in sorrow;  
 to grow with you in love;  
 and to be faithful to you alone  
 as long as we both shall live.

**Sample #3 - Another vow**

In the presence of God and our friends,  
 I, \_\_\_\_\_, take you, \_\_\_\_\_, to be my wife/husband,  
 to laugh with you in joy,  
 to grieve with you in sorrow,  
 to grow with you in love.  
 Where you go, I will go,  
 and where you live, I will live.  
 Your people will be my people,  
 your history, my history,  
 your future, my future.  
 I trust you to care for our family,  
 and I give you my faith and my love,  
 as long as we both shall live.

**Sample #4**

In the presence of God and our friends,  
 I declare my love for you, \_\_\_\_\_.  
 I affirm our covenant to live together,  
 to struggle together,  
 to share all things together,  
 in times of pain and in times of joy.  
 I promise to bear with you in strength and in weakness,  
 and to pray with you in all seasons,  
 depending always on God's grace.

**Sample #5**

I, \_\_\_\_\_, pledge to you, \_\_\_\_\_,  
 a life of giving and hoping,  
 a life of love and understanding.  
 I shall be with you in sorrow and in joy  
 and will be faithful to you alone  
 as long as we both shall live.

**Sample #6**

I, \_\_\_\_\_, take you, \_\_\_\_\_ to be my wife/husband  
 and lifelong companion.  
 I promise to honour and respect you,  
 To be your soulmate and best friend through all the joys and  
 troubles of life.  
 I will support you in your relationship with your children,  
 (optional)  
 I will celebrate life with you, sharing our common journey  
 and working out our differences,  
 Being faithful to you alone as long as we both shall live.

**EXCHANGE OF RINGS**

It is traditional for the bride and groom to exchange rings or  
 some other symbol of their marriage. A prayer may be offered at  
 this time. During the ceremony of giving ring(s) or symbols,  
 words are spoken. Choose the one you like or write your own:

**Samples**

1. \_\_\_\_\_, I give you this ring as a symbol of the vows we have  
 made this day.
2. \_\_\_\_\_, I give you this ring as a symbol of all that we will  
 share.
3. \_\_\_\_\_, I give you this ring as a pledge of my love.
4. \_\_\_\_\_, I give you this ring as a pledge of my love and as a  
 sign that from this day forward, you and I are one.
5. \_\_\_\_\_, I give you this ring as a sign of our covenant. With  
 all that I am, and all that I have, I honour you.
6. \_\_\_\_\_, I give you this ring  
 As a sign of my love for you  
 And my commitment to you  
 Today, tomorrow and all the years to come.

**DECLARATION OF THE MARRIAGE**

The minister then declares that you are married and invites you  
 to exchange a kiss.

**EXCHANGE OF A KISS**

A kiss is customarily exchanged to seal the marriage promises.

**LIGHTING OF THE UNITY CANDLE** (optional)

The bride and groom take the single family candles and light the Unity candle in the centre to symbolize their union in marriage.

**PRAYER OF BLESSING**

This prayer gives thanks, and asks for God's presence and support with you and everyone present. The Lord's Prayer is optional.

**BENEDICTION**

The benediction sends us out with God's blessing from our worship service. Choose the one you like or suggest another:

1. A traditional benediction might be:  
May God bless you and keep you.  
May God's face shine upon you and be gracious unto you.  
May God look upon you with kindness and give you peace.  
OR
2. The grace of Christ attend you,  
the love of God surround you,  
the Holy Spirit keep you,  
that you may live in faith, abound in hope, and grow in love  
both now and forevermore. Amen.
3. Another option is an old Apache blessing:  
"Now you will feel no rain, for each of you will be shelter to  
the other. Now you will feel no cold, for each of you will be  
warmth to the other. Now there is no more loneliness, for each  
of you will be companionship to the other. Now you are two  
persons, but there is only one life before you. May your days  
together be good and long upon the earth."

**SIGNING OF THE REGISTER**

The signing of the marriage register is commonly done in the church at a small table where photographs may be taken by professionals or guests. Another option is to sign in the vestry area. You need two witnesses to sign. There is no age minimum for signing, except that the person signing must understand what is being done. After the signing, the Record of Marriage will be given to one of the witnesses to keep for you until later. You will need the Record of Marriage to change your name on a driver's license, etc. After 12 weeks of marriage you may order an Official Marriage Certificate. The address and details come with your marriage license.

The music for the signing of the register may be chosen by the organist or by you (see p. 5, 7).

### **THE BRIDAL PARTY PHOTOGRAPH**

The bridal party may gather at the front of the church for a group photograph. All guests are then welcome to take a photo.

### **INTRODUCTION OF THE BRIDE AND GROOM**

When the bride and groom and witnesses have signed all the necessary documents, the minister will ask the guests to stand (as able) and will introduce you as a married couple. You need to decide what name you wish to be called. For example:

1. A woman may decide to change her surname to her husband's. "Let us go forth to celebrate life with Mary and John Smith!"  
Optional: Add "Mr. & Mrs. and/or "husband and wife".
2. A woman may decide to keep her own surname: "Let us go forth to celebrate life with Mary Martin and John Smith!"  
Optional: Add "Mr. & Mrs. and/or "husband and wife".
3. A couple may take the woman's surname (or both names): "Let us go forth to celebrate life with Mary and John Martin" (or Martin-Smith). Optional: Add Mr & Mrs. and/or "husband and wife".

### **THE RECESSIONAL**

The music for the recessional may be chosen by the organist or by you (see pp.5,7). The bridal party will leave the church following the bride and groom. Unless it is raining/snowing you are encouraged to proceed outside the front doors to the front area of the church so that guests may leave the sanctuary or get to the washrooms. If pictures are to be taken in the sanctuary (10-15 min.), the bridal party will come back down a side aisle right after recessing. We will rehearse the way you have chosen.

## **YOUR WEDDING AT WEST PLAINS**

### **WEDDING ARRANGEMENTS**

When you wish to book a date at West Plains United Church, contact the minister to make arrangements about the date, time and place of the wedding. There is no deposit required.

### **MARRIAGE PREPARATION**

You will meet with the minister 2 or 3 times prior to the Rehearsal. The minister will get to know you, and help you create your service. A marriage preparation course will be recommended but not required.

### **WEDDING HOSTESS**

At West Plains we have a Wedding Hostess whose tasks include:  
-at rehearsal opening up, organizing line-up and picture taking

- organize sanctuary with signing table and chair, candles, flowers pew bows, water for the attendants
- pin on boutonnieres, corsages
- direct guests to guest book, sanctuary, washrooms, telephone
- organize bridal party down the aisle in proper order and time
- tidy up and lock up the church; other tasks as needed

### **PAPERWORK**

At your first meeting with the minister you will receive a copy of this WEDDING GUIDE, including the Wedding Service Information Checklist and the Music Requests (pp.17-19) which must be returned. You must provide your Wedding License (p.13).

### **THE CHURCH SANCTUARY**

The West Plains sanctuary has a seating capacity of about 225. Please indicate if you need wheelchair accessibility.

### **SERVICE BULLETIN**

If you wish to print Wedding Bulletins (you can purchase them at any Christian bookstore) to include the order of service, participants and other written material, you may do so on your own, or the church office will do this for you (\$30.) with 4 weeks notice. Please consult with the minister about the details of the service to be printed, and provide a rough draft before it goes to print please!

### **FLOWERS**

You may arrange for your own fresh or silk flowers to be used in the church. If a florist is delivering flowers to the church, the church will be open 1 hour prior to the service. Flowers may be left for the Sunday worship service and these will be acknowledged with thanks, or you may ask someone to take them from the church (immediately following the service) to the reception hall. Flower stands are available at the church. You may also choose not to have flowers.

### **CANDLES**

The church has two 7-branch candelabras which you may use at no charge. Please bring 14 white candles ("Jubla") (Ikea). We also offer a Unity Candle-lighting set at no charge. A candle may also be lit in memory of someone special. Please bring the candles to the Rehearsal for set up.

### **PEW BOWS**

We offer a set of 10 white pew bows for use at no charge. You may provide your own pew bows. If you bring your own, please bring them to the rehearsal, and ask someone to take them from the church for you immediately following the service.

**OTHER DECORATIONS**

You may provide other decorations for the church.

**MUSIC**

The role of music is to express joy and praise to God. You may request musical selections for the Prelude, the Processional, the Hymn(s) (optional), the Signing of the Register, and the Recessional, from the lists given (pp.5&7), or discuss other requests with the organist. You may also arrange for a soloist or instrumentalist on your own or with the assistance of the organist. Our organist, Lianne Tan, or a qualified substitute appointed by her, plays for all weddings at West Plains. If you have special requests for other musicians, they must be discussed with and approved by the minister and the organist. If you do not wish to use our organist for your ceremony or if you invite another organist or pianist to play for your wedding (approved by the church organist) it is church policy that our organist receives the usual fee (\$150.00). In either case, our organist must be informed at least 2 months before the service. The organist will not usually attend the wedding rehearsal. Soloists or instrumentalists playing with the organist will need to set up a practice time at mutual convenience (see "Church Fees"p.15).

**WEDDING LICENSE**

Please provide your wedding license (with envelope) before the rehearsal day. You may purchase a wedding license up to 3 months prior to your wedding at any City or Town Hall.

**THE REHEARSAL**

You set up a Rehearsal time with the minister that is convenient for all. It is better when children are included to begin a Rehearsal early (5-6 pm). Please BE SURE YOU ARE ON TIME and that your wedding party is aware of the importance of being PROMPT. Sometimes other groups will need the sanctuary afterwards, and it is courteous to all if we start on time. PLEASE DO NOT BE LATE!!

**The church sanctuary is booked for 1 hour for a wedding rehearsal.**

The Rehearsal will normally take about 45 minutes. Those who attend the Rehearsal are the Wedding Party, parents of the bride and groom, any readers/guest musicians, and the videographer.

**WHAT TO BRING TO THE REHEARSAL:**

\*PEW BOWS (if using your own)\*CANDLES (if needed)

\*READINGS (if using a special poem or reading)

\*WEDDING BULLETIN (if producing your own)

The Rehearsal is the time to ask questions and make any small adjustments to the original plan. A rehearsal is not always needed for a wedding held at an alternate location.

## PHOTOGRAPHY

At West Plains United Church your wedding is a Christian rite and a service of worship. Photographs will be treasured memories of your day, but the taking of photographs should be respectful of your marriage as an act of worship.

The photographer/video person must arrive 15 minutes prior to the wedding to consult with the minister and/or custodian. It is essential that you ask and expect the professional and/or amateur photographer to co-operate fully with the minister and other staff at West Plains.

Electronic flash may be used in the narthex of the sanctuary at the beginning of the bridal processional and as you recess. With the light available, the professional or competent amateur, may take pictures quietly in the service, but NOT during the exchange of vows and rings.

A person who is taking a video should attend the Rehearsal if possible. A single stationary video camcorder unit may be used in a location agreed on with the minister. The unit should be battery powered and must be operated without light bars or other auxiliary lighting.

Flash photography and the use of the video camcorder during the signing of the documents and the bridal party photo opportunity are acceptable. The pronouncing of the benediction concludes the service of worship.

The Recessional after the signing gives ample opportunities for picture-taking from the sanctuary.

After the service, the bridal party normally proceeds outside the church for photos. We have a beautiful property for picture taking on our front landscape. In inclement weather, the bridal party may immediately come back down a side aisle, and pictures may be taken at the front of the Church for a period of 10-15 minutes.

Thank you for your co-operation.

## CHURCH FEES

The wedding fees for West Plains United Church have been approved by the Official Board and are as follows:

**WEDDING FEES AS OF JANUARY 2018:**

Parking Attendants	\$ 35
* Minister	250
Sanctuary	200
Fellowship Hall	200
** Organist	150
Wedding Hostess	100

**The fees are due in cash in separates envelopes at the rehearsal.**

\*West Plains has a strict policy that only our current Minister is to preside over weddings.

\*\*If you do not wish to use our organist for your ceremony or if you invite another organist or pianist to play for your wedding (approved by the church organist) it is church policy, in accordance with RCCO policy, that our organist receives the usual fee (\$150.00).

Custodian to be arranged as necessary (If required fee is \$50).

The fee for the services of the minister for a wedding outside the church is \$300.00.

**ADDITIONAL FEES AS REQUIRED:**

Organist Practice/Rehearsal:	\$50.00
Soloist:	To be negotiated with the soloist
Wedding Bulletin:	\$30.00 (4 weeks notice)
	You will need to supply the bulletins

**NOTE!! THESE FEES ARE PAYABLE BY CASH ONLY IN SEALED, INDIVIDUAL ENVELOPES FOR EACH PERSON AT THE FINAL MEETING OR AT THE WEDDING REHEARSAL.**

## **THE WEDDING DAY!**

Please BE PROMPT arriving at the church on your wedding day. There may be another wedding following yours. Even if this is not the case, your guests will become restless (or over-heated in the summer) if we start late, and you will feel rushed.

USHERS should arrive at the church 45 min. ahead.  
THE GROOM AND BEST MAN should arrive at the church 30 min. ahead.  
THE PARENTS OF THE BRIDE AND GROOM should arrive 20 min. ahead.  
THE BRIDE AND HER ATTENDANTS should arrive 10 min. ahead.

Please advise your photographer of these time lines.  
YOU WILL FEEL MORE RELAXED IF YOU HAVE EXTRA TIME RATHER THAN BEING LATE!!

For large weddings the church will provide parking attendants.

### **IMPORTANT TIPS FOR THE WEDDING PARTY!!!**

1. Be sure to EAT something on the day of your wedding.
2. Check that a bridal attendant has the rings.
3. Remove any chewing gum before you get to the church.
4. Drink lots of water.

We all look forward to helping make sure your wedding service is very special, and that everything goes smoothly.

### **\*IMPORTANT**

The last three pages of this booklet are called the "WEDDING SERVICE INFORMATION CHECKLIST" and "MUSIC REQUESTS". Please fill this in with your choices for the different parts of your Wedding Worship Service and return to the minister on your second meeting date.

WE LOOK FORWARD TO YOUR VERY SPECIAL WEDDING DAY!

## WEDDING SERVICE INFORMATION CHECKLIST

(TO BE FILLED IN AND RETURNED TO THE MINISTER AT THE 2nd MEETING)

### PART ONE: WEDDING DETAILS

**SEE PAGE #**

WEDDING OF: _____		
DATE: _____	TIME: _____	
REHEARSAL: _____	TIME: _____	13
BULLETIN: YES _____ NO _____		12
USHER WHO SEATS _____		4
Groom's Mother	Bride's Mother	
BRIDE'S ESCORT _____		
NO.OF ATTENDANTS: _____	NO.OF GUESTS: _____	
RING BEARER: YES _____ NAME _____ NO _____		
SOLOIST/MUS. YES _____ NAME _____ NO _____		4, 7
PHOTOGRAPHER: YES _____ NAME _____ NO _____		14
VIDEO PERSON: YES _____ NAME _____ NO _____		13
PHOTOS TAKEN AFTER SERVICE: YES _____ NO _____		14
FLOWERS: FRESH: _____ SILK: _____		12, 13
NEED STAND: YES _____ 1 or 2 _____ NO _____		12, 13
FLORIST PROVIDES STAND: YES _____ NO _____		
FLOWERS TAKEN: YES _____ LEFT _____		12
7-BRANCH CANDELABRAS: YES _____ NO _____		4, 10, 12
UNITY CANDLE SET: YES _____ NO _____		12
PEW BOWS: YOUR OWN _____ CHURCH BOWS _____ NONE _____		12
SIGN REGISTER: IN CHURCH _____ CHURCH HALL _____		10
PERSON COLLECTING FLOWERS/PEW BOWS _____		12
ORDER DOWN THE AISLE:		
	USHER FOR RECESSIONAL	
1 _____	_____	
2 _____	_____	
3 _____	_____	

4 \_\_\_\_\_  
 5 \_\_\_\_\_  
 6 \_\_\_\_\_

**PART TWO: WORSHIP SERVICE DETAILS**

**SEE PAGE #**

FAMILY CANDLELIGHTING: YES \_\_\_\_\_ NO \_\_\_\_\_ 4  
 MARRIAGE BLESSING BY: BRIDE'S ESCORT \_\_\_\_\_ 5  
 PARENTS \_\_\_\_\_ OTHER \_\_\_\_\_

OPENING PRAYER: WITH LORD'S PRAYER: YES \_\_\_\_\_ NO \_\_\_\_\_ 5

SCRIPTURE READINGS: \_\_\_\_\_ 5-6  
 \_\_\_\_\_

Reader (s) \_\_\_\_\_

OTHER READING/POEM: YES \_\_\_\_\_ : \_\_\_\_\_ NO \_\_\_\_\_ 6

HYMN (s) : YES \_\_\_\_\_ TITLE/# \_\_\_\_\_ NO \_\_\_\_\_ 6-7  
 PLACEMENT \_\_\_\_\_

VOWS OF MARRIAGE: Sample # \_\_\_\_\_ Page \_\_\_\_\_ 7-8  
 Your own \_\_\_\_\_ (Bring separately)

RINGS: WHO HAS RINGS \_\_\_\_\_ 9  
 Words - Sample # \_\_\_\_\_ Page \_\_\_\_\_  
 Your own \_\_\_\_\_ (Bring separately)

UNITY CANDLELIGHTING: YES \_\_\_\_\_ NO \_\_\_\_\_ 10

PRAYER OF BLESSING: WITH LORD'S PRAYER: YES \_\_\_\_\_ NO \_\_\_\_\_ 10

BENEDICTION: Sample # \_\_\_\_\_ Page \_\_\_\_\_ Other \_\_\_\_\_ 10

THE BRIDAL PARTY PHOTO

INTRODUCTION OF THE COUPLE: Sample # \_\_\_\_\_ Page \_\_\_\_\_ 11  
 Other \_\_\_\_\_

PHOTOS IN THE CHURCH AFTER: YES \_\_\_\_\_ 11  
 (10-15 min.) NO \_\_\_\_\_

ADDITIONAL COMMENTS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

---

---

**PART THREE: MUSIC REQUESTS**

**NOTE:** This sheet must be submitted to the church for the organist at least 3 weeks prior to your wedding date. Please consider and list your special music requests here. See pages 5 and 7 for suggestions. Please feel free to contact the organist at the church if you need further assistance.

NAMES: \_\_\_\_\_ and \_\_\_\_\_

HOME # \_\_\_\_\_ WORK # \_\_\_\_\_ E-Mail \_\_\_\_\_

WEDDING DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

# of BRIDESMAIDS (including Maid of Honour): \_\_\_\_\_

# of FLOWER GIRLS AND RING BEARERS (if any): \_\_\_\_\_

**PRELUDE:** Typically, the organist will begin playing festive music 15 minutes before the service, during which time your special requests, if any, can be included.

**SPECIAL PRELUDE REQUESTS:** Title(s): \_\_\_\_\_

**PROCESSIONAL:** Title: \_\_\_\_\_  
or organist to choose: \_\_\_\_\_

**SIGNING OF THE REGISTER:** Title: \_\_\_\_\_  
or organist to choose: \_\_\_\_\_

**RECESSIONAL:** Title: \_\_\_\_\_  
or organist to choose: \_\_\_\_\_

**HYMN(S):** (Optional): Title(s): \_\_\_\_\_

**SOLOIST/INSTRUMENTALIST:** YES \_\_\_\_\_ NO \_\_\_\_\_

If yes: NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_

INSTRUMENT: \_\_\_\_\_ E-MAIL \_\_\_\_\_

MUSICAL SELECTIONS AND PLACEMENT IN SERVICE:

---

