



TRINITY
C H U R C H
Wedding Booklet



We are delighted that you have chosen to begin your life together as one at Trinity Church. We care deeply for the wellbeing of all people. This concern for people and God's expectation that we encourage people to live according to His word, precludes us from hosting marriage ceremonies for those of the same gender. We believe God's mandate in the Bible is that marriage is reserved for a man and a woman – "The two shall become one flesh."

Included in this booklet are the guidelines, expectations and fees associated with hosting your wedding at Trinity. We clearly explain what you can expect from us and what we expect from you, the bride and groom. This will remove any confusion and assist us both in providing a ceremony which honors you, your guests, the church, and most importantly God.



Setting the Date

Please fill out our on-line [Wedding Registration Form](#): We will contact you once we receive the form and tentatively book an agreed upon date. After a Pastor approves the date, we will send you a Policy Use Form to complete. Once we receive this form along with your Breakage/Excessive Cleaning Deposit check in the amount of \$250, we will confirm your wedding date on our church calendar. **Active Trinity Church members may schedule their wedding more than six months in advance.** Inactive and non-members may reserve the church no more than six months before the date of their wedding. While this can be challenging, it is the only way to be fair to members of Trinity's Church family: those who worship regularly and support the mission and ministry of God through Trinity.

Weddings do not take place at Trinity during Holy Week (the week before Easter), or when in conflict with other Church activities.



Officiating Pastor

We will assign a Pastor from Trinity to your wedding approximately six months prior to your wedding date. If you choose a date that is less than six months away, we will assign a Pastor at the time your wedding is scheduled.



Outside Clergy

A Pastor from Trinity officiates at all weddings held at Trinity Church. A bride or groom wishing to invite another member of the clergy to take part in the service must **first consult with Trinity's Lead Pastor**. If it is mutually agreed upon, a Pastor from Trinity will extend an invitation to the guest pastor.



Pre-Marital Counseling

Though the wedding ceremony is especially important, the marriage extends through the rest of your days together on this earth. Therefore, our hope is that you will prepare well for your future as a couple. We require any couple getting married at Trinity Church to complete Pre-Marital Counseling either with the Trinity Pastor assigned to your wedding or with the approved Guest Pastor who will perform your ceremony. Couples counseled through Trinity will complete the Prepare/Enrich Inventory online, the results of which will be used during their first counseling session. Couples will pay a \$35 administrative fee each online prior to taking the inventory. Someone from Trinity will contact you to set up your first pre-marital counseling session and give you information on how to complete the inventory. The Pastor in charge of your counseling will set up one to two more sessions after the first session is completed. All appointments must be kept and completed prior to the wedding. If you have children, please make plans for them so that we can focus on you.



Wedding Liaison

All weddings at Trinity require the use of one of our Wedding Liaisons who will be an asset to your wedding. The liaison will be present at your wedding

rehearsal and on your wedding day, assuring that the ceremony runs smoothly. Once your wedding has been scheduled, she will be your point of contact for all questions about your wedding. Your Wedding Liaison will contact you at least two months prior to your wedding. You and your Wedding Liaison will fill out the **Ceremony Details Form** (found on pages 13 and 14 of this booklet) together at your first meeting.



Music

As a part of your wedding planning process, you will need to meet with our Worship and Music Leader at least two months prior to your wedding date. You and our Worship and Music Leader will fill out the **Wedding Music Planning Form** (found on page 15 of this booklet) together during that meeting. If he is not available to play for your wedding, arrangements will be made for another organist/keyboardist. Any outside musician, whether vocal or instrumental, must be approved by the Worship and Music Leader. When selecting your music, remember that your wedding ceremony is a service of worship. Instrumental and vocal music is not entertainment or background music but is praise music to God. Final approval of all music rests with the Pastor and the Worship and Music Leader.



Wedding License

Sarpy County Clerk's office (<http://www.sarpy.com/>) 402-593-5957

The office is located at 1210 Golden Gate Drive, #1250. Your license is valid for a period of one year from the date of issue and is valid in any county in Nebraska. **You must bring your county paperwork to the Church office no later than one week before your ceremony to allow for processing.** The Pastor will witness your signatures directly after your wedding ceremony.



Wedding Rehearsal

The wedding rehearsal is important to ensure that all components of the ceremony will take place in an organized manner. Please be on time for the rehearsal and ensure that all participants are present including the couple, the best man, the maid or matron of honor, the bridesmaids, the groomsmen, ushers, parents, readers, acolytes, and musicians. If you plan on having vocal or instrumental music, special arrangements should be made so that the soloist or other instrumentalists and the organist and Worship and Music Minister can practice at an alternate time.

Wedding rehearsals are scheduled at 5:00 PM the evening before your wedding. If this date and time absolutely will not work for your wedding party, we will work with you to determine a better date and time.



Wedding Service Expectations

The Christian wedding service is a time for joyous celebration. The conduct of all participants in the service should be in keeping with the solemnity of the service. The Pastor reserves the right to exclude any member of the wedding party from participating in the service or to halt the service when members of the party or any guests in the church are not conducting themselves properly.



Holy Communion

The liturgy of Holy Communion emphasizes several important themes: the centrality of Christ in your relationship; God's love; unity; and forgiveness. If you want to include Holy Communion in your ceremony, please notify the Wedding Liaison at least one month prior to your wedding, to ensure time to prepare.



Scripture

Readings from Scripture are an important part of every Christian wedding. Your selection is unlimited; however, the scriptures on the next page are readings that many couples have found meaningful. We suggest you read each of these together (perhaps as a daily devotional) and pick those which are most meaningful for you. It is traditional to have at least two readings – one from the Old Testament and one from the New Testament. You will note your selections on the **Ceremony Details Form**.



Scripture Options

Old Testament

Genesis 1:26-31; 2:18-24

Ruth 1:16-17

Song of Solomon 2:10-17; 8:7

Psalms 33, 100, 117, 127, 128

Psalms 136 and 150

Isaiah 60:19-22; 63:7-9

New Testament

Romans 12:1-3, 9-13

1 Cor. 12:31-13:13

I Peter 1:13-16, 22-25

Philippians 1:27-2:5, 4:4-7 (8-9)

Colossians 2:6-7; 3:12-17

Galatians 5:22-26

1 Cor. 12:31-13:13

2 Peter 1:3-11, 3:8-9

2 Peter 3:11-15a

1 John 2:12-17, 4:7-12

Hebrew 13:1-6

Gospel Lessons

Matthew 19:4-6

Matthew 22:34-40

Mark 10:2-9

John 2:1-10

John 17:11, 15-19



Vows and Printed Program

As you prepare your vows and program, remember that you are planning a service of worship. The [Lutheran Book of Worship](#) is a useful resource for your planning. The wedding service from this hymnal is listed on pages 8-11 of this booklet. During your counseling sessions, the pastor will discuss with you the nature and the form of marriage service you desire. The presiding Trinity Pastor must give final approval before having your programs printed.

Please give a copy of the program to your Wedding Liaison at least two days prior to the ceremony.



Decorations

All decorations should be tasteful and appropriate to the occasion. No permanent holders (nails, glue, permanent tape, etc.) may be used when affixing decorations to the pews. **NO GLITTER OF ANY TYPE IS ALLOWED.** Nothing may be placed on the baptismal font or the altar. **Real flower petals may not be used.** The Wedding Liaison must approve the placement of decorations.



Alcohol and Smoking

Alcohol use is not permitted on Trinity Church property at any time. Members of the wedding party who appear severely hung-over, or who have been using alcohol the day of the wedding will not participate in the wedding. Smoking is prohibited indoors. We request that smoking take place **far** from the entrances to the building. All trash from smokers must be picked up and disposed of properly.



Photography

We ask that your wedding party, guests, photographer and videographer show respect for the Worship Service of Marriage and for the Worship Space.

- Group photos/videos in the Worship Space may be taken before the service, but will cease at least 30 minutes prior to set service time.
- The Altar area is a place of worship and not a photo studio; therefore, all pictures will be taken in front of the communion railing.
- No appointments or furnishings may be moved for your photos.
- Processional pictures may be taken from the front of the Worship Space, however, the photographer/videographer must be out of the aisle before the bride arrives at the front of the church.
- The photographer may not walk up the middle of the isle during the ceremony.
- **No flash pictures will be permitted during the wedding service.**
- Respect must be shown at all times for the Worship Space and symbols of the faith therein. Any questions should be referred to the Wedding Liaison.



After the Ceremony

We do not allow throwing of rice or bird seed at Trinity. We encourage the use of bubbles to celebrate the couple's exit from the church.



Personal Assistant

Please assign someone (not from the wedding party) to be a personal assistant. This person will be responsible for collecting any personal items left at the end of your ceremony. Remind them to check in all areas used for the wedding. The name of your assistant must be given to the Wedding Liaison no later than at the rehearsal.



Receptions

If you desire the Pastor's attendance at any events other than the wedding service, please remember to send an invitation.



Fees (Bring a separate check for each item before rehearsal.)

- Worship Space** - \$300 (Payable to Trinity Church)
- Breakage/Excessive Cleaning Deposit - \$250 (This check should be made payable to Trinity Church and sent in with the Policy Use Form. It will not be deposited after your wedding unless there is damage noted and/or a need for excessive cleaning. You will be contacted by email if this is the case.)
- Pastor** - \$200 (Payable to the Officiating Pastor)
- Keyboardist - \$175 (Payable to the Pianist/Organist)
- Sound Tech - \$75
(Material is to be submitted 48 hours before event at the latest. Fees payable to Trinity Church.)
- Wedding Liaison - \$125 (Payable to the Liaison)
- Custodial - \$100 (Payable to Custodian)

**The fees for the Pastor and Worship Space are not required for active members of Trinity Church.

Non-members/Inactive members: To reserve your wedding date, please include separate checks for the Worship Space Fee and a Breakage/Excessive Cleaning Deposit when you mail in the Policy Use Form. Send to: Trinity Church, 848 Gold Coast Road, Papillion, NE 68046.

The Wedding Liaison will give you specific names to whom each check should be written as your wedding date gets closer.



Final Thoughts

We encourage you to prepare not just for your wedding day but for your marriage. Worship weekly, read and discuss God's word, pray often, serve others, give of your time and your talents doing all of these things together. You will be setting a strong spiritual foundation of partnership and discipline that will carry you through the good and bad times that will come in the years ahead. If you do not have a church home, we welcome you both to come and worship with us!

A well-planned, God honoring wedding service is a positive beginning for a happy life together. We encourage you to plan carefully and prayerfully. Any issue not covered in this manual is to be resolved at the discretion of the officiating Pastor through your wedding liaison.

Wedding Service from the Lutheran Book of Worship

You may choose from the four vow options listed or you may write your own with pastoral approval

Processional

Please Stand

Greeting and Prayer of the Day

The bride, groom, and wedding party stand in front of the minister. The parents may stand behind the couple.

P: The grace of our Lord Jesus Christ, the love of God, and the communion of the Holy Spirit be with you all.

C: And also with you.

A: Let us pray. Eternal God, our creator and redeemer, as you gladdened the wedding at Cana in Galilee by the presence of your Son, so by his presence now bring your joy to this wedding. Look in favor upon [name] and [name] and grant that they, rejoicing in all your gifts, may at length celebrate with Christ the marriage feast which has no end.

Please be Seated

Readings and Message

One or more lessons from the Bible may be read. A message may follow. A hymn may be sung.

Declaration of Intent

A: The Lord God in his goodness created us male and female, and by the gift of marriage founded human community in a joy that begins now and is brought to perfection in the life to come. Because of sin, our age-old rebellion, the gladness of marriage can be overcast and the gift of the family can become a burden. But because God, who established marriage, continues still to bless it with his abundant and ever-present support, we can be sustained in our weariness and have our joy restored.

P: [Name] and [Name], if it is your intention to share with each other your joys and sorrows and all that the years will bring, with your promises, bind yourselves to each other as husband and wife.

Exchange of Vows

The bride and groom face each other and join hands. Each, in turn, promises faithfulness to the other in these or similar words:

Option 1: I take you, [Name], to be my *wife/husband* from this day forward, to join with you and share all that is to come, and I promise to be faithful to you until death parts us.

Option 2: I take you, [Name], to be my wife/husband, and these things I promise you: I will be faithful to you and honest with you; I will [obey], respect, trust, help, and care for you; I will share my life with you; I will forgive you as we have been forgiven; and I will try with you to better understand ourselves, the world, and God; through the best and worst of what is to come, until death parts us.

Option 3: I take you, [Name], to be my wife/husband. I promise before God and these witnesses to be your faithful husband/wife, to share with you I plenty and in want, in joy and in sorrow, in sickness and in health, to forgive and strengthen you, and to join with you so that together we may serve God and others as long as we both shall live.

Option 4: [Name], I take you to be my wife/husband from this time onward, to join with you and to share all that is to come, to give and to receive, to speak and to listen, to inspire and to respond, and in all circumstances of our life together to be loyal to you with my whole life and with my being until death parts us.

Giving of Rings

The bride and groom exchange rings with these words:

I give you this ring as a sign of my love and faithfulness.

Declaration of Marriage

The bride and groom join hands, and the minister announces their marriage by saying:

P: [Name] and [Name], by their promises before God and in the presence of this congregation, have bound themselves to one another as husband and wife.

C: Blessed be the Father and the Son and the Holy Spirit now and forever.

P: Those whom God has joined together let no one put asunder.

C: Amen.

Blessing

The bride and groom kneel.

P: The Lord God, who created our first parents and established them in marriage, establish and sustain you, that you may find delight in each other and grow in holy love until your life's end.

C: Amen.

The parents may add their blessing with these or similar words; the wedding party may join them:

May you dwell in God's presence forever; may true and constant love preserve you.

The bride and groom stand.

Prayers

A: Let us bless God for all the gifts in which we rejoice today.

P: Lord God, constant in mercy, great in faithfulness: With high praise we recall your acts of unfailing love for the human family, for the house of Israel, and for your people, the Church. We bless you for the joy which your servants, [Name] and [Name], have found in each other, and pray that you give to us such a sense of your constant love that we may employ all our strength in a life of praise of you, whose work alone holds true and endures forever.

C: Amen.

A: Let us pray for [Name] and [Name] in their life together.

P: Faithful Lord, source of love, pour down your grace upon [Name] and [Name], that they may fulfill the vows they have made this day and reflect your steadfast love in their life-long faithfulness to each other. As members with them of the body of Christ, use us to support their life together; and from your great store of strength, give them power and patience, affection and understanding, courage, and love toward you, toward each other, and toward the world, that they may continue together in mutual growth according to your will in Jesus Christ our Lord .

C: Amen.

Other intercessions may be offered.

A: Let us pray for all families throughout the world.

P: Gracious Father, you bless the family and renew your people. Enrich husbands and wives, parents and children, more and more with your grace, that, strengthening and supporting each other, they may serve those in need and be a sign of the fulfillment of your perfect kingdom, where, with your Son Jesus Christ and the Holy Spirit, you live and reign, one God through all ages of ages.

C: Amen.

When Holy Communion is celebrated, the service continues with the Great Thanksgiving.

When there is no Holy Communion, the service continues with the Lord's Prayer:

Lord's Prayer

C: Our Father in heaven, hallowed be your name, your kingdom come, your will be done, on earth as in heaven. Give us today our daily bread. Forgive us our sins as we forgive those who sin against us. Save us from the time of trial and deliver us from evil. For the kingdom, the power, and the glory are yours, now and forever. Amen.

OR

C: Our Father, who art in heaven, hallowed be thy name, thy kingdom come, thy will be done, on earth as it is in heaven. Give us this day our daily bread; and forgive us our trespasses, as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil. For thine is the kingdom, and the power, and the glory, forever and ever. Amen.

Benediction

P: Almighty God, Father, Son, and Holy Spirit, keep you in his light and truth and love now and forever.

C: Amen.

Recessional

Trinity Wedding Timeline

- Fill out the on-line Wedding Registration Form located on our website: <https://trinitylifepapio.churchcenter.com/people/forms/213412> . This is the first important step towards getting your wedding scheduled at Trinity Church! Reminder: Non-Members and inactive members can only schedule their wedding 6 months in advance.
- Complete and return the Policy Use Form e-mailed to you by the church along with an Excessive Cleaning/Breakage Deposit check and a Worship Space Fee check (Only Non-Members or inactive members need to send in a Worship Space Fee check).
- Between three and five months before your ceremony, a Trinity staff member will contact you to set up your first pre-marital counseling session and to give you information about the “Prepare Enrich Inventory”. You each will receive an e-mail notification when the inventory is available to complete online.
- If your wedding is at Trinity, Your assigned Wedding Liaison will contact you two to three months before your wedding date. If you are not contacted, please call the Trinity Church Office.
 - You and your Wedding Liaison will complete the “**Ceremony Details Form**” (located on the pages 13 and 14 of this booklet) together at your first meeting.
- Contact Trinity’s Worship and Music Director and set up an appointment to fill out the **Wedding Music Planning Form** (located on page 15 of this booklet) together. You can also download this form from our website on the “Weddings” page.
- Approve outside clergy with the Pastor, if applicable.
- Approve wedding service with the Pastor before you print your program.
- Bring marriage license to church office one week prior to the wedding ceremony.
- Attend wedding rehearsal.
- Get Married!! 😊

Trinity Contact Information

848 Gold Coast Road, Papillion, NE 68046 Phone: 402-339-3788

CEREMONY DETAILS FORM

Bride and Groom's Names: _____

Number of Guest: _____

Decorating time and date: _____

Pictures time and date: _____

Floral Delivery Time and Date: _____

Time you want into the church on day of ceremony? _____

Will you have a Limo or Bus? _____

Photographer: _____ Videographer: _____

Keyboardist: _____ Vocalist(s): _____

Musicians: _____

Distributes Flowers: _____ Handles gifts: _____

Distributes programs: _____ Distributes Bubbles: _____

Unity Candle _____ Altar Candle _____ Other candles _____ Communion _____

Personal Assistant: _____ Guestbook: _____

Candle Lighter(s): _____

Music to Seat Parents: _____

Misc. Seating:

Names _____ Ushered by _____ Seat _____

Names _____ Ushered by _____ Seat _____

Groom's Grandparents

Names _____ Ushered by _____ Seat _____

Names _____ Ushered by _____ Seat _____

Bride's Grandparents:

Names _____ Ushered by _____ Seat _____

Names _____ Ushered by _____ Seat _____

Groom's Parents

Names _____ Ushered by _____ Seat _____

Names _____ Ushered by _____ Seat _____

Bride's Parents:

Names _____ Ushered by _____ Seat _____

Names _____ Ushered by _____ Seat _____

Ushers

1. _____

4. _____

2. _____

5. _____

3. _____

6. _____

Bridesmaids

- 1. Maid/Matron of Honor _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. Flower Girl/s & Age/s: _____
- 8. Helper for Flower Girl: _____

Groomsmen

- 1. Best Man _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. Ring Bearer/s & Ages: _____
- 8. Helper for Ring Bearer: _____

Unity Candle: Song: _____

How will attendants process? _____

Attendant Song: _____

Bride's Song: _____

Other: _____

Scripture Reader (if not the pastor): _____

Scripture: Old Testament: _____ New Testament: _____

Names to be used in the vows: _____

How will your guests exit? _____

Receiving line, couple usher guests out, other: _____

Who will transport flowers to reception? _____

Other considerations: _____

**Please bring this form to your meeting with the Wedding Liaison.
She will be able to answer any questions you may have about your wedding at Trinity.**

WEDDING MUSIC PLANNER FORM

Wedding Date: _____ Time: _____

Rehearsal Date: _____ Time: _____

Bride (Name): _____ (Phone): _____

Groom (Name): _____ (Phone): _____

Officiating Pastor: _____

Wedding Liaison: _____

Soloist #1 (Name & Phone): _____

Soloist #2 (Name & Phone): _____

Soloist/s will rehearse when? _____

Number of Parents: Bride _____ Groom _____

Number of Grandparents: Bride _____ Groom _____

Other special guests to be seated? _____

Number of Attendants: _____ Ring Bearer? _____ Flower-Girls? _____ Jr. Brides Maids? _____

MUSIC DETAILS: (All decisions to be finalized by no later than one month before the wedding)

Pre-Service (Organ? Piano? Style etc.): _____

Solo before the wedding? _____

Special music for Parents/Grandparents? _____

Attendants Processional Music: _____

Bride's Music: _____

Unity Candle Music: _____

Other Solo/s & or Special Music (Where?): _____

Wedding Party Recessional Music: _____

Bride/Groom ushering out guests or receiving-line? _____

Post-Service Music (Piano? CD? Other?): _____

OTHER DETAILS/NEEDS

Has a Videographer been hired to record the wedding? _____ Name: _____

Other notes:

**Please bring this form to your meeting with the Worship and Music Director.
He will be able to answer any questions you may have about your wedding music at Trinity.**



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