



Your Wedding

Ceremony at

St. Mark Lutheran Church



200 South Wille Street
Mount Prospect, Illinois 60056
847/253-0631
stmarkmp@stmarkmp.org
www.stmarkmp.org

Wedding Application

This application must be filled in and returned to the Church Office BEFORE final dates and times are confirmed and posted on the official church calendar.

Wedding Date Requested _____ Time _____

We request: Pastor Linnea Wilson other [Agreement will be subject to the Pastor’s schedule]

If neither the bride nor groom are current, active members, please indicate why you are requesting St. Mark.

We, the undersigned, desire to be married at St. Mark Lutheran Church on the date and at the time indicated. We recognize the solemnity as well as the joy of pledging our faithfulness to each other at God’s altar. We will endeavor, by the grace of God, to consider Jesus Christ as both Lord and Savior of our new home and life.

Bride’s Full Name [First] [Middle] [Last]

Address _____

Phone [Cell] [Home] [Email]

Date of Birth _____

Present Church Membership [Church] [Location]

Is this your first marriage? _____

Groom’s Full Name [First] [Middle] [Last]

Address _____

Phone [Cell] [Home] [Email]

Date of Birth _____

Present Church Membership [Church] [Location]

Is this your first marriage? _____

Address after you are married?

Do you plan to use the church facilities for your reception [no alcohol permitted]?
 Yes No

Rehearsal date and time _____

Signature of bride

Signature of groom

Regulations for Church Weddings

Couples may request any pastor on staff at St. Mark to conduct the wedding ceremony. The Pastors strongly urge premarital preparation sessions with a pastor here. If the couple does not reside in the Chicago area, they may receive premarital counseling from their local pastor or counselor, and provide a letter from the pastor or counselor confirming that they did so. A minimum of one appointment with the pastor is needed to plan and discuss the ceremony.

Fees

No charge will be made for the use of the facilities if the bride and/or groom [not his/her family members] are currently active, communing and contributing members of St. Mark.

Minimum fees

1.	Custodial Fee	\$100.00
2.	Custodial Fee for reception	\$100.00
3.	Wedding Consultant Fee [including rehearsal]	\$150.00

Note ** All fees [custodian, organist, musicians, wedding consultant] must be paid two weeks prior to the date of the wedding.

Those who do not meet the criteria above are expected to place a reservation fee of \$600.00 at the time of application. In the event of cancellation at least [90] days prior to the wedding, the fee will be refunded less a non-refundable fee of \$100.00.

Music

A wedding is a worship service of the Christian community, therefore, no secular music is acceptable before, during, or after the service. The music selected should reflect the praise of God, God's steadfast love in Christ as the foundation of and model for marriage, and the asking of God's presence and blessing. The Director of Music will help the bridal couple choose appropriate music.

Music should be of high quality in art of composition, and be within the ability of the performers to play or sing with assurance. The couple must arrange an appointment with the church Music Director at 847/253-0631 if he/she is playing for the wedding.

Exceptions to this rule are by the consent of the Music Director only.

The Music Director can suggest soloists if desired, and will be able to schedule the necessary practice sessions. The following fees apply:

Playing for the wedding [including consultation]	\$250.00
Rehearsing/accompanying soloist	Variable
Attending rehearsal	\$100.00
Director of Music fees are payable to her/him.	

Pastor's Honorarium

For the officiating pastor, the usual and customary honorarium is \$250.00. If you wish the pastor and his/her spouse to take part in the rehearsal, rehearsal dinner or wedding reception, please extend the invitation at least one month before the wedding.

Miscellaneous items

1. Candles ~ Lighted candles are allowed in the chancel [altar] area only [Mount Prospect Fire Prevention Code F-307.3].

a. Altar candles are provided by the church.

b. Two 7-candle candelabra are available at no charge. Dripless candles are provided by the couple.

2. Aisle Runner~Florist provided [the aisle is @ 81 feet long by 4 1/2 feet wide].

3. Flowers/Bows ~ These may be used on the center aisle end of the pews, provided they are attached with rubber bands or pew hooks.

4. Any special accessories are obtained by the bridal couple. Prior approval from the pastor should be obtained by the couple.

No alcoholic beverages

No birdseed

No rice

No exceptions

Flash pictures may NOT be taken during the ceremony [from the time the pastor begins speaking until the recessional]. The ceremony may be video taped provided the camera and the operator remain stationary. FLOODLIGHTS ARE NOT ALLOWED.

Wedding License Information

The wedding license should be brought to the church office no later than the Wednesday prior to the wedding date. [Application for the license must be made with the Clerk of Courts, Chicago; or an office located in Rolling Meadows, 2121 Euclid. Phone 847/818-2850.] The license is valid for sixty [60] days. There is a one [1] day waiting period after the issuance of the license.

Rehearsal

The rehearsal WILL start promptly at the time scheduled. The rehearsal should be completed within one [1] hour.

If a guest pastor [a friend or relative] is desired, participation is with the consent of the Lead Pastor of St. Mark.

If your wedding is on a weekend and you wish to leave the flowers on the altar for Sunday, your gift will be acknowledged in the Sunday worship bulletin.

~ **Notes** ~