

WEDDING GUIDE



MOUNT OLIVET LUTHERAN CHURCH



Photo Credit: Andrew Vick Photography

WELCOME

Congratulations on your upcoming wedding! We are honored that you have chosen Mount Olivet Lutheran Church to serve you on this important day. We believe entering into the Rite of Marriage deserves the best and most careful preparation possible. It is our intention to provide whatever is necessary to ensure that your wedding is a meaningful and joyous event! We hope the information in this wedding packet will be helpful to you in choosing your location and planning your ceremony.

Mount Olivet offers many amenities for your special day. In addition to the beautiful sanctuaries, most venues offer brass altar candles, brass floor candelabras, unity candles, and dressing areas. There are magnificent organs with beautiful grand pianos in all locations. Mount Olivet also offers exceptional, professional musicians and vocalists that will enhance your service for an additional fee.

Mount Olivet's Wedding Coordinator will assist you with the selection of your wedding location, help with choosing a Mount Olivet pastor to officiate at your wedding, facilitate the wedding rehearsal, and be present day-of the ceremony in order to oversee the details of your wedding ceremony.

LOCATIONS

Mount Olivet offers three beautiful and unique locations:

Minneapolis Main Sanctuary is conveniently located southwest of downtown Minneapolis at 5025 Knox Avenue South with a seating capacity of 900. The beautiful gothic architecture, high arched ceilings, long center aisle, and stunning stained glass windows makes it one of the most beautiful sanctuaries in the Twin Cities. Outside garden areas are perfect for photos.



Minneapolis Serley Chapel is adjacent to the main sanctuary on the Minneapolis campus and offers a smaller setting, 180 seating capacity, with beautiful stained glass windows.



West Campus is located in the western suburb of Victoria at 7150 Rolling Acres Road and offers seating for 300. The sanctuary, overlooking Schultz Lake, has an open and present-day feel with floor-to-ceiling windows. This location is close to many popular reception venues.



WEDDING FEES

Mount Olivet welcomes both members and non-members alike to our church and wedding facilities. Fees include the use of facilities for four hours, Wedding Coordinator services, and the use of the traditional artificial altar flowers.

ON-SITE CEREMONY: MPLS CAMPUS, SERLEY CHAPEL, & WEST CAMPUS

\$500	FACILITIES FEE
\$200	NON REFUNDABLE DEPOSIT
\$350	OFFICIATING PASTOR
\$350	ORGANIST (REQUIRED)

Balance of fees are due three weeks prior to your ceremony date. A credit card may be taken for the facility fee. Separate checks are required for Musician and Pastor fees.

OFF-SITE CEREMONY WITHIN 50 MILES

\$350	OFFICIATING PASTOR
\$75	ADMINISTRATIVE FEE <i>(includes securing an officiating pastor, assistance with ceremony planning, and preparation of legal documents)</i>
\$100	PASTOR ATTENDING OPTIONAL REHEARSAL, day before the ceremony.

Fees and legal documents are due three weeks prior to the wedding date. A credit card may be taken for the administrative fee. Pastor's fee requires separate check.



OPTIONAL FEES

OFF-SITE CEREMONY FARTHER THAN 50 MILES

\$400	OFFICIATING PASTOR <i>plus lodging and gas</i>
\$75	ADMINISTRATIVE FEE <i>(includes securing an officiating pastor, assistance with ceremony planning, and preparation of legal documents)</i>
\$145	PASTOR ATTENDING OPTIONAL REHEARSAL, day before the ceremony

Fees and legal documents are due three weeks prior to the wedding date. A credit card may be taken for the administrative fee. Pastor's fee requires separate check.

VOCALISTS & INSTRUMENTALISTS

Music is an important and personal part of your wedding service. Mount Olivet's professional music staff of instrumentalists, vocalists, and keyboard musicians are all here to provide you with the best music specifically designed for each couple! Please see the helpful music titles list in the Resources & Tips section.

\$200	VOCALISTS & INSTRUMENTALISTS
\$800	ROSEWOOD STRING QUARTET
\$600	ROSEWOOD STRING TRIO
\$400	ROSEWOOD STRING DUO

AISLE CANDLES

Available at the Mpls Campus Main Sanctuary and the Serley Chapel \$150

RECEPTIONS

Receptions are available at the Minneapolis and West Campuses. We offer wide-open spaces with room for round or rectangle tables, chairs, and buffet areas. Our professional chef and culinary staff are prepared to offer options including; brunch, lunch, appetizer, dinner, or dessert. They are available to assist you in choosing your reception menu from a variety of different menu options. Food and beverage costs are additional to the facility fee.

Seated capacity is 240.



ADDITIONAL DETAILS



USE OF FACILITIES FOR WEDDING CEREMONIES

Couples are allowed to use the facilities for a maximum of 3 hours prior to each wedding. Example of a schedule for a 4pm wedding:

1-2pm: Dressing

2-2:30pm: Florist set-up in Sanctuary

2-3:30pm: Pictures in Sanctuary or outside

3:30-4pm: Seating of the guests

Dressing areas should be vacated and cleaned a half hour before the ceremony begins. It is important to note that some areas are not secured. Please do not leave valuables unattended. Mount Olivet is not responsible for the safekeeping of any items.

REHEARSAL

Things to bring to the rehearsal: programs, ring bearer pillow, guest book, and signage.

Due to the nature of church activities that have been previously scheduled, rehearsals generally start at 5pm.

Please note that rehearsals should begin and end on time.

Please inform the wedding party to arrive 15 minutes before the rehearsal is scheduled to begin. The rehearsal is approximately one hour in length and will include; a walk through of the movements with the wedding party, usher and reader responsibilities, reviewing of the time schedule, visiting of the dressing areas, and signing of the marriage documents.

The marriage certificate and souvenir copies are signed at the rehearsal. The pastor will sign the certificate on the day of the ceremony.

FORMS

Bride & Groom Information Form and Deposit

The information form is due with deposit at time of booking.

Ceremony Information Worksheets

Ceremony Participants, Service Details, Order of Service, and Reserved Seating worksheets are to be completed and brought to the appointment with the Wedding Coordinator six months before the couples' wedding date. The couple is responsible for setting up an appointment time with their chosen pastor 10-12 weeks prior to their ceremony date.

Programs

The printing of programs is the responsibility of the bride and groom. If programs will be offered on the day of your wedding, an electronic copy is due to the Wedding Coordinator for proofing three weeks before the ceremony date.

Marriage License and Certificates

A marriage certificate and license is required by the state of Minnesota and can be obtained from any county government service center in Minnesota. The earliest application for a license is six months prior to the wedding day.

All copies of the marriage license and certificates are due at the meeting with the Wedding Coordinator three weeks prior to the ceremony date. The Wedding Coordinator will prepare them for signing at the rehearsal, and the pastor will sign the certificate on the day of ceremony. The Wedding Coordinator will mail the certified certificate to the appropriate county within five days. A certified copy of the marriage certificate will be mailed to you from the county within three to five weeks. You will use that certified copy to take to the social security office for a name change. The marriage license that is on file at Mount Olivet Church is not a legal document.

GENERAL SAFETY AND PERSONAL CONDUCT

Mount Olivet is excited to offer you a special and memorable day. In kind, we ask that you and your guests respect the sacredness of the space and church property. Alcoholic beverages or controlled substances are not permitted on the church premises. This includes the dressing areas, restrooms, and parking area. The pastoral staff at Mount Olivet reserves the right to deny performing a wedding ceremony in the event that this general safety rule is violated. Guests under the influence will be asked to leave.

For environmental reasons, the throwing or use of rice, confetti, real flower petals, birdseed, or balloons, is prohibited in or around the church grounds.

RESOURCES

HELPFUL TIMELINE



2 WEEKS WITHIN INTIAL INQUIRY

Wedding date and time booked with non-refundable deposit and *Wedding Intake Form* is submitted.



IMMEDIATELY AFTER BOOKING

Determine your officiating pastor with assistance from the Wedding Coordinator



PREPARE/ENRICH ONLINE ASSESSMENT

Mount Olivet pastors strongly suggest that couples take an online assessment called *Prepare/Enrich*. After completing the assessment, contact your pastor to set up a final appointment to review the results. More information regarding *Prepare/Enrich* can be found by visiting mtolivet.org/life-events.



MARRIAGE PREPARATION WORKSHOP

As part of planning for your life together, we invite you to participate in a very important, practical, and relevant marriage preparation workshop. This fun and engaging six-hour workshop, along with completing the Prepare questionnaire and talking through the results with a pastor or Prepare facilitator, is designed to enrich your relationship as a married couple. The workshop will focus on important topics like positive communication skills, healthy conflict resolution, financial management, and spirituality. You will have ample time to discuss the topics and materials together as a couple as well as with the other participants. These are all areas we hope will be helpful to you as you mark this momentous occasion, and begin your married life together!

Consider registering for the Marriage Preparation Workshop on the Mount Olivet website.



6 MONTH BEFORE WEDDING DATE

Schedule a meeting with the Wedding Coordinator to go through the ceremony information and your time at the church. Complete the worksheets found in the wedding information packet and bring them to this meeting (*Ceremony Participants, Service Details, Order of Service, and Reserved Seating*).



10-12 WEEKS BEFORE WEDDING DATE

The wedding couple is to contact their chosen pastor for an initial appointment during which you will get to know one another and begin to plan your ceremony. If you participated in the online *Prepare/Enrich* Assessment, those results will be discussed.



6-8 WEEKS BEFORE WEDDING DATE

Schedule a meeting with the Wedding Coordinator to review final ceremony details.



3 WEEKS BEFORE WEDDING DATE

Any final ceremony information is due:

- Reserved seating chart
- Electronic copy of program to be proofed by Wedding Coordinator
- Marriage License and Certificate (if not already turned in)
- All remaining fees
 - Pastor, organist/pianist, and soloist/instrumental fees are to be written as separate checks.
 - A credit card can be taken for the facilities fees.



DAY BEFORE THE WEDDING DATE

On the rehearsal day, ushers will be briefed on their duties for the ceremony day.

On the wedding day, the ushers are asked to be present in the Narthex outside the sanctuary a half hour before the wedding in order to greet and escort guests to their pews.



AFTER THE CEREMONY

Delegate a person or party who will be responsible for removing your items from the church (altar flowers, aisle candle decorations, programs, maps, guest book, personal items, etc.) Please leave the church in the same condition as it was when you arrived.

SCRIPTURE READINGS

Below are some suggested scripture readings for your wedding ceremony.

OLD TESTAMENT READINGS:

Two are better than one...

The Beauty of Love

A New Covenant

The Love of God

The Betrothal of God and Israel

Ecclesiastes 4:9-12

Song of Solomon 2:10-13

Jeremiah 31:31-34

Isaiah 54:5-8

Hosea 2:16-20

PSALMS

Psalm 34

Psalm 37

Psalm 100

Psalm 103

Psalm 117

Psalm 121

Psalm 127

Psalm 128

Psalm 136

Psalm 145

Psalm 150

Certain passages of these Psalms may add special meaning to your marriage service.

THE LETTERS OF PAUL

The Love of Christ

The Life of a Christian

The Greatest Love

Living in Love and Thanksgiving

The Love of God

The Marriage Feast of the Lamb

Romans 8:31b-39

Romans 12:1-2, 9-13

Corinthians 12:31-13:13

Colossians 3:12-17

1 John 4:7-12

Revelation 19:1, 5-9a

GOSPEL READINGS

The Beatitudes

Salt and Light

Build Your House on Christ

What God Has Joined Together

Two Become One

Loving God

The Great Marriage Feast at Cana

Remain in my Love

A Prayer for Oneness

Your Treasure is Where Your Heart Is

Matthew 5:1-10

Matthew 5:13-16

Matthew 7:24-29

Matthew 19:4-6

Mark 10:6-9

Mark 12:28-31

John 2:1-11

John 15:9-17

John 17:20-26

Luke 12:32-34

WEDDING MUSIC

Music is an important and personal part of your wedding service. Mount Olivet's professional music staff of instrumentalists, vocalists, and keyboard musicians are all here to provide you with the best music specifically designed for each couple!

The following list of musical selections is a short example of the flexibility of style and abundance of music available for weddings. If there is special music not listed within this document that you would like, please ask, as we are here to help with making your wedding service personal and musically beautiful.

Newly requested music not owned by Mount Olivet will be purchased by Mount Olivet on your behalf for a fee. We will make sure your music is in the correct key for soloists and is appropriately arranged for the type of musical ensemble you are using. Fees for the purchase of music will be added to the facility fee.

Enjoy the process of choosing your wedding service music! We are looking forward to assisting you and making your wedding specifically designed with you in mind!

On the next few pages are suggestions for preludes, postludes, seating of the parents, processional, and recessional. Choose the style of the selection to match the mood that you want to create for each special moment of your service. This list is not exhaustive. We welcome your ideas for additional selections.



MEDITATIVE

Title	Composer	Optional Instrumentals
<i>Air (Water Music)</i>	G.F. Handel	Flute, Strings
<i>Air from 2nd Suite in D</i>	J.S. Bach	Flute, Strings
<i>Aria in F</i>	G.F. Handel	
<i>Jesu, Joy of Man's Desiring</i>	J.S. Bach	Flute, Strings, Trumpet
<i>Arioso</i>	J.S. Bach	Flute, Strings, Trumpet
<i>Beautiful Savior</i>	Joseph Seiss	
<i>Children of the Heavenly Father</i>	Karolina Sindell-Berg	
<i>Dearest Jesus, We Are Here</i>	David Cherwien	
<i>Largo (Four Seasons)</i>	Vivaldi	Flute, Strings
<i>Prayer (Suite Gothique)</i>	Leon Boellmann	
<i>Sheep May Safely Graze</i>	J.S. Bach	Flute, Strings, Trumpet
<i>Simple Gifts</i>	Shaker Song	
<i>When Thou Art Near</i>	J.S. Bach	Flute, Strings, Trumpet



Photo Credit: Andrew Vick Photography



Photo Credit: Tiger Lily Photography

JOYOUS

Title	Composer	Optional Instrumentals
<i>Allegro</i>	Boyce	
<i>Fanfare</i>	Jacques Lemmens	
<i>Finale, Concerto #5</i>	G.F. Handel	
<i>God of Grace</i>	Paul Manz	
<i>Ode to Joy</i>	Ludwig van Beethoven	Trumpet or Brass
<i>Prelude in Classic Style</i>	Gordon Young	
<i>The Rejoicing (Suite in G)</i>	Charles Callahan	
<i>Toccata in F</i>	Charles Widor	
<i>Vivaldi Prelude and Fugue in C</i>	J.S.Bach	

TRADITIONAL/FORMAL

Title	Composer	Optional Instrumentals
<i>Bridal Chorus</i>	Richard Wagner	Trumpet
<i>Canon in D</i>	Johann Pachelbel	Flute, Strings, Trumpet
<i>Hornpipe (Water Music)</i>	G.F. Handel	Trumpet or Brass
<i>Menuet Gothique</i>	Leon Boellmann	
<i>Now Thank We All Our God</i>	J.S. Bach/Mean	Trumpet or Brass
<i>Prelude to Te Deum</i>	Marc Antoine Charpentier	Trumpet or Brass
<i>Psalm XIX</i>	Benedetto Marcello	Trumpet or Brass
<i>Rondeau</i>	Jean Joseph Mouret	Trumpet or Brass
<i>Trumpet Tune</i>	Henry Purcell	Trumpet or Brass
<i>Trumpet Tune in D</i>	David N. Johnson	Trumpet or Brass
<i>Trumpet Voluntary</i>	Jeremiah Clarke	Trumpet or Brass
<i>Wedding March</i>	Felix Mendelssohn	Trumpet

VOCAL SELECTIONS

Below are suggestions for vocal solos for your service. This list is not exhaustive. We welcome your ideas for additional selections.

SACRED REPERTOIRE

Title	Composer
<i>And on This Day</i>	Tina English
<i>Ave Maria</i>	Franz Schubert OR Charles Gounod
<i>Bless the Broken Road</i>	Hummon/Boyd/Hanna
<i>Blest Are They</i>	David Haas
<i>Bridal Prayer</i>	Roger Copeland
<i>Doxology</i>	Vale/Patty
<i>The Gift of Love</i>	Hal Hopson
<i>Grow Old with Me</i>	John Lennon
<i>Hear Us Now, Our God and Father - ELW</i>	Rowland H. Prichard
<i>Household of Faith</i>	John Rosasco
<i>How Beautiful</i>	Twila Paris
<i>I Will Be Here</i>	Steven Curtis Chapman
<i>If You Could See What I See</i>	Steven Curtis Chapman
<i>In This Very Room</i>	Ron Harris
<i>The Lord's Prayer (Organ or piano)</i>	Albert Hay Malotte
<i>Love Divine</i>	Mark Hayes
<i>Love Will Be Our Home</i>	Steven Curtis Chapman
<i>Make Us One</i>	Paul Johnson
<i>Many Gifts, One Spirit (solo or duet)</i>	Allen Pote
<i>O Lord Most Holy</i>	Cesar Franck
<i>O Perfect Love</i>	Joseph Barnby
<i>On Eagle's Wings</i>	Michael Joncas
<i>One Hand, One Heart</i>	Leonard Bernstein
<i>Parent's Prayer (Let Go of Two)</i>	Greg Davis
<i>The Prayer for Guidance</i>	Allen Pote
<i>Seekers of Your Heart</i>	Dick and Melodie Tunney
<i>Shine on Us</i>	Michael Smith
<i>This Day</i>	Lowell Alexander
<i>This Is the Day</i>	Scott Wesley Brown
<i>Together</i>	Terry Strader

Unity Candle Song (Organ)
We Will Serve the Lord
Wedding Hymn from Ptolemy
A Wedding Prayer
A Wedding Song (There Is Love)
Wherever You Go

Raymond Haan
David Haas
G.F. Handel
David H. Williams
Paul Stookey
David Haas

SECULAR REPERTOIRE

Title	Composer
Can't Help Falling in Love	Peretti/Creatore/Weiss
Crazy Love	Michael Buble
Everything	Michael Buble
Forever Now	Michael Buble
I Will	Lennon & McCartney
Just You and Me	Chicago
Make You Feel My Love	Bob Dylan

HYMN SELECTION

May be sung by the guests, soloist, or played by the organist.

Beautiful Savior	#838
Children of the Heavenly Father	#781
Joyful, Joyful We Adore Thee	#836 (optional wedding text available)
Love Divine, All Loves Excelling	#631
O Perfect Love	#287 (Lutheran Book of Worship, Hymnal)
Praise to the Lord, the Almighty	#858



Photo Credit: Trish Allison Photography



Photo Credit: Rachel Lynn Photography



THANK YOU!
