

# Your Wedding at St. Mark's

*A quick guide for couples  
getting married at St. Mark's*



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## **YOU'RE GETTING MARRIED! Congratulations!**

Here is some basic information about weddings at St. Mark's.

### **First Steps**

Call the church office to ensure that the date and time you have in mind is available.

- In general, weddings are scheduled on Saturdays between 1pm-4pm, with rehearsal taking place at 5 pm on the Friday evening preceding. Dates currently unavailable for weddings: Christmas, Holy Week, Labor Day weekend, Memorial Day weekend, 4th of July.
- All other days are at the Pastor's discretion.
- On the day of ceremony, you will have a 4-hour window for preparation, photos, ceremony and clean up.

Fill out a Wedding Reservation Form and submit a non-refundable deposit of \$150 to St. Mark's to hold this date on our calendar.

Your wedding date is considered reserved when you receive confirmation in writing (by email or letter) from St. Mark's.

### **Schedule consultations with St. Mark's staff**

#### **Pastor - Minimum 2-3 sessions**

A St. Mark's pastor will officiate at your wedding. At their discretion, additional clergy may participate in the ceremony, however, a St. Mark's pastor remains in charge of the ceremony at all times.

#### **Music Leader - 1-2 sessions**

Music plays a major part in our praise and worship of God. As this is a service of worship, only live music is allowed. We will work with you to find music that is both meaningful to you and appropriate for a worship service.

If you are unfamiliar with titles and composers of wedding music, the music staff will work with you to find the perfect pieces for your day.

St. Mark's has connections with soloists and other musicians that you might like to include in your service. If you choose a soloist not associated with St. Mark's, such as a friend or family member, please arrange for a soloist rehearsal with the church musician assigned to your wedding. Also, you will be responsible for reimbursing them personally.

### Obtain a Marriage License

Minnesota State Law requires couples to secure a license to marry. You may apply at any Clerk of Court office in the state. After application, it takes a minimum of one (1) week to receive your license. The license must be presented to the pastor at the rehearsal.

### Wedding Fees

All payments are due in the church office at least two (2) weeks prior to your wedding.

Pastor's Honorarium	\$250
Music Leader*	\$200
Sound Tech/Custodial Fee	\$200
<u>Building Use fee**</u>	<u>\$100</u>
<b>Total</b>	<b>\$750</b>

\*Includes one rehearsal with soloist prior to ceremony. Music requiring additional rehearsal time will be subject to additional charges per music leader's discretion.

\*\* Building use fee includes use of the sanctuary for the rehearsal and wedding and the use of two rooms for dressing. These rooms are available for a total of four hours on the day of your wedding.

NOTE: If you are getting married in another location, fees will be adjusted.

### Building Use

- Alcoholic beverages or other comparable substances are prohibited on church property.
- Smoking is not allowed in the building.
- Weapons, whether or not by permit, are prohibited on Church Property.
- Photographers and videographers should refrain from roaming or moving on or around the altar during the ceremony.
- Posed photos must be completed at least one-half hour prior to the ceremony.
- Rooms used for dressing must be picked up and emptied prior to the start of the ceremony. We cannot be held responsible for valuables left unattended.
- Rice or bird seed is not permitted to be thrown on church property. Bubbles outdoors are permissible.
- Please refrain from using balloon decorations in the building.