



We wish your wedding  
to be a memorable and joyful event,  
filled with God's blessings and the  
blessing of family and friends.  
God Bless you in this new beginning.

The Pastors and Staff of St. Matthew's

## **Congratulations . . . We Rejoice with You**

Since you are about to make one of the most important decisions of your life, we say with shared excitement and joy, “Congratulations!” Because it is such an important step, we, as representatives of the believing Christian community, want to help with your preparations and plans. This means that we will require certain things from you. Most important of all is that we get to know who you are so that the celebration of your marriage can be as meaningful as we can make it. You will meet with one of our pastors for conversation and planning. Together we will shape a service that reflects your needs as well as the Christian context in which it takes place. Careful consideration will be given to selections of music, scripture, readings, vows and other components of the worship time together. We want to assist you in this new beginning!

### **Meeting with the Pastor**

In selecting a date, call the church office to check the availability of the church sanctuary. The first party to select a particular date has the first preference for time of the service. We can handle two weddings on an afternoon . . . needing two hours as a minimum between services. Please note that no weddings will be scheduled for Holy Week, the week before Easter each year.

You must meet with one of the pastors to confirm the wedding date. You will meet again with the pastor several months prior to the wedding to discuss some matters as to your relationship, faith, expectations, and feelings of marriage. St. Matthew’s is a part of the Lutheran Social Services (L.S.S.) Pre-Marriage Workshops. Please obtain a pamphlet on these workshops from the pastor at your first meeting. It is your responsibility to schedule and pay the fee for these sessions through L.S.S. Work far enough in advance as some dates fill up early.

During the session with the pastor, you will also discuss the plans for the wedding, the service of worship, the fees and expectations. The pastor will work closely with members to facilitate wedding plans. Participation in weddings of non-members is at the discretion of the pastors.

## **Wedding To-Do Lists and Schedules**

### **6 months before the Wedding date:**

1. Attend a St. Matthew's Pre-Marriage Workshop  
They are held at St. Matthew's on the 3<sup>rd</sup> Saturday of every month from 9:00 a.m. – 3:00 p.m. Register with the workshop leader, Chuck Shantz at (414) 257-9126. The workshop fee is \$100 and is payable to Chuck Shantz.
2. Arrange a time to come to church and take the Pre-Marriage Inventory Exam. It takes approximately 1 hour to complete. There is a \$30 cost to have it scored, and it takes two weeks to be scored and returned to us. Please make check payable to St. Matthew's Lutheran Church.

### **5 months before the Wedding date:**

After the results of the Pre-Marriage Inventory are returned to St. Matthew's, schedule a time to meet with Lee Beitzel who is acting as St. Matthew's Pre-Marriage Counselor. He can be reached at (414) 899-9947. He meets with you for about an hour. The cost is \$100 for his time, paid directly to him.

### **3 months before the Wedding date:**

Schedule an appointment to meet with John Paradowski, our organist. He can be reached at St. Matthew's during business hours at (414) 774-0441. Please come to this meeting prepared to share with John what music you would like to have in your ceremony. This is not a time to ask him what he likes. Please borrow a copy of the wedding music CD from the church office to help with this planning.

## **Wedding To-Do Lists and Schedules (continued)**

### **2 months before the Wedding date:**

Schedule a time to meet with the pastor performing the ceremony. This needs to be during the normal business hours of 9:00 a.m. –5:00 p.m. Also, Thursday is Pastor Chris' day off, Friday is Pastor Gary's day off, and Pastor Margaret works on Mondays and Wednesdays (with Tuesdays, Thursdays and Fridays off) so no meetings will take place on the pastors' days off. This is a 60-minute session where we will discuss the details of the Wedding service.

### **2 weeks before the Wedding date:**

Give the pastor a copy of the Wedding Bulletin for a final review and approval. This can be dropped off, e-mailed ([stmattswi@sbcglobal.net](mailto:stmattswi@sbcglobal.net)) or faxed to (414) 774-0989.

### **Usually the Evening before the Wedding date:**

Have a Wedding Rehearsal with family and friends led by the pastor. The couple will meet privately with the Pastor thirty minutes before the rehearsal in order to go over details one more time.

## **The Wedding Service of Worship**

For most services the wedding service in the Evangelical Lutheran Worship (ELW) on page 286 is followed. From there we can expand on the service. The service is a service of worship involving the whole congregation. We are asking for God's blessings on your wedding and life together and to share in his goodness. It is a celebration with God and the gathered Christian community.

The dignity of the sanctuary and the religious significance of the service should be reflected in the music used. We are open to adding appropriate parts to the service that are especially meaningful to the couple and the gathered people in the context of the worship service.

We are also open to couples writing portions of the service and liturgy, for the family and friends to participate in reading lessons, poems or making statements. It is a time for family. Please, look for ways to involve family members such as carrying on family traditions, a family blessing, parents reading the lessons, presentation of roses to parents, etc.

Many suggestions for the service can be discussed when meeting with the pastor. This includes the entrance of the wedding party, lighting a unity candle, where to receive people, and special ways to involve the congregation.

To offer you assistance in your planning, a general wedding order of service follows on page 6-7. Please note that this is to serve as a guideline, and that there are many ways to alter this order of service to personalize it for you and your wedding party.

## **Possible Wedding Scripture Passages**

Ecclesiastes 3:1-9

Ephesians 5:21-33

Song of Solomon 2:10-13

1 Corinthians 13

Proverbs 31:10-12

John 15:9-12

Genesis 2:18-24

Colossians 3:12-17

Matthew 19:4-6

Ruth 1:16-17

Romans 12:9-12

**The Wedding Ceremony Uniting**  
**Name of Bride and**  
**Name of Groom**  
 St. Matthew's Ev. Lutheran Church  
 Date and Time

Prelude Music	
Family Processional	Title, Composer
Processional	Title, Composer
Bridal Processional	Title, Composer
Announcements	
Invocation	
Prayer	
Optional Place for Music	
First Reading	Scripture Reference
Optional Place for Music	
Second Reading	Scripture Reference
(Optional) Gospel Reading	
Wedding Message (Sermon)	
Optional Musical Selection	
Explanation of Marriage	
Exchange of Vows	
Blessing of Rings	
Exchange of Rings	
Unity Candle	Title, Composer
Prayers	
The Lord's Prayer	(could be a vocal solo)
Benediction	
Presentation of the Couple	
Recessional	Title, Composer

## The Wedding Party

Parents of the Bride	John & Jane Smith
Parents of the Groom	Bob & Susan Jones
Grandparents of the Bride	Fred & Esther Smith
Grandparents of the Groom	Al & Eileen Jones
Maid of Honor	Susan Smith, sister of the bride
Bridesmaids	Allison Johnson, friend of the bride Jenny Moore, friend of the bride
Best Man	James Jones, brother of the groom
Groomsmen	Jeff Edwards, friends of the groom Scott Allen, friend of the groom
Flower Girl	Elizabeth Wallace, cousin of the groom
Readers	Rob Thomas, friend of the bride and groom Tina White, friend of the bride and groom
Ushers	Rob Thomas, friend of the bride and groom Tom Miller, uncle of the groom Richard Taylor, friend of the bride and groom Michael Brown, friend of the bride and groom
Greeter	Mary Miller, friend of the couple
Officiant	Pastor
Organist/Pianist	John Paradowski
Soloist	(Optional) Name

## **Selection of Music**

The dignity of the sanctuary and the religious significance of the service should be reflected in the music used for your wedding. The music and texts should be selected with the underlying thought of glorifying God and should be suitable for a church service. Therefore, the couple's "favorite" popular song is most appropriately shared at the reception.

A wedding is a communal celebration, and the guests are there as worshippers. They should be drawn into active participation through prayers and song. One of the best ways to involve the assembly is through the singing of a hymn. We recommend the use of a hymn during the ceremony. All music is to be presented live. No taped music will be allowed.

## **Wedding Music Selection**

Listed on the following page are titles of the selections on the accompanying CD. You will hear only part of most pieces, just to give you a feel for the piece. You may wish to listen to the entire CD to get as many different ideas as possible. Many of the organ selections can serve as a processional or recessional; the choice is yours. If there is a large bridal party, you may wish to choose one selection for the bridesmaids, and then another selection for the entrance of the bride. While this CD offers many different choices of music for your wedding, it does not include every piece that can be used. It is offered to give you some ideas. After you have made your selections, contact your organist who will set up a time to discuss your plans further. Arrangements can also be made for soloists and rehearsals at that time.

**Please return the CD to the church office when finished.**

We recommend discussing with your musician and soloist your ideas and thoughts for a solo during your wedding service.

Here is a short list of some songs that may work well for your wedding. Contact your musician for more ideas and listen to some of these selections.

### **Some Vocal Selections**

* <i>All I Ask of You</i>	A. L. Webber
* <i>And On This Day</i>	Tina English
* <i>Ave Maria</i>	F. Schubert
* <i>Ave Maria</i>	Bach/Gounod
* <i>Be Thou with Them [Bist Du Bei Mir]</i>	J. S. Bach
* <i>Bridal Prayer</i>	R. Copeland
* <i>Grow Old with Me</i>	J. Lennon
* <i>O Perfect Love</i>	
* <i>On Eagle's Wings</i>	M. Joncas
* <i>One Hand, One Heart</i>	L. Bernstein
* <i>The Gift of Love</i>	Hal Hopson
* <i>The Lord's Prayer</i>	A. H. Malotte
* <i>Together</i>	R. Strader
* <i>Wedding Hymn</i>	G. F. Handel
* <i>Wedding Song</i>	Paul Stookey
* <i>You Are Mine</i>	D. Haas

### **Recommended Hymns for Weddings**

(ELW stands for Evangelical Lutheran Worship – the red hymnal)

ELW # 585	Hear Us Now, Our God and Father
ELW # 632	O God, Our Help in Ages Past
ELW # 836	Joyful, Joyful We Adore Thee
ELW # 839, # 840	Now Thank We All Our God
ELW # 844	Praise to the Lord

## Organ Music Selections

- |   |                      |
|---|----------------------|
| 1. <i>Bridal Chorus [Processional]</i>      | Richard Wagner       |
| 2. <i>Wedding March [Recessional]</i>       | Felix Mendelssohn    |
| 3. <i>Trumpet Voluntary</i>                 | H. Purcell/J. Clarke |
| 4. <i>Trumpet Tune</i>                      | H. Purcell/J. Clarke |
| 5. <i>Rondeau</i>                           | Jean J. Mouret       |
| 6. <i>Canon in D</i>                        | Johann Pachelbel     |
| 7. <i>Allegro Maestoso</i>                  | G. F. Handel         |
| 8. <i>CWM Rhondda</i>                       | Paul Manz            |
| 9. <i>Sinfonia from We Thank Thee O God</i> | J. S. Bach           |
| 10. <i>Toccata from Symphony #5</i>         | Ch. M. Widor         |
| 11. <i>Ferland's March</i>                  | William Rowen        |
| 12. <i>Jesu, Joy of Man's Desiring</i>      | J. S. Bach           |
| 13. <i>Fanfare in D</i>                     | L. Lemmens           |
| 14. <i>Trumpet Tune in C Major</i>          | David Johnson        |
| 15. <i>Arrival of the Queen of Sheba</i>    | G. F. Handel         |
| 16. <i>Elegy</i>                            | Edward Elgar         |
| 17. <i>A Festive Intrada</i>                | Walter Pelz          |
| 18. <i>Prelude in Classic Style</i>         | Gordon Young         |
| 19. <i>St. Anthony Chorale</i>              | Haydn/J. Brahms      |
| 20. <i>The Rejoicing</i>                    | Charles Callahan     |
| 21. <i>Processional of Joy</i>              | Beethoven/Hopson     |
| 22. <i>Processional in C</i>                | Hal Hopson           |
| 23. <i>Festive Trumpet Tune</i>             | David German         |
| 24. <i>Air from Suite in D</i>              | J. S. Bach           |
| 25. <i>Processional</i>                     | Dennis Johnson       |
| 26. <i>Psalm XIX [19]</i>                   | Benedetto Marcello   |
| 27. <i>Trumpet Voluntary</i>                | John Stanley         |
| 28. <i>Now Thank We All Our God</i>         | J. S. Bach           |
| 29. <i>Intermezzo</i>                       | Pietro Mascagni      |
| 30. <i>Bist Du Bei Mir</i>                  | J. S. Bach           |
| 31. <i>Aria in F Major</i>                  | G. F. Handel         |
| 32. <i>Sheep May Safely Graze</i>           | J. S. Bach           |

## Expectations and Rules

There is a bridal room off the commons and nave area that provides an excellent space to dress and prepare for the wedding. Groomsmen may wait in the Upper Room.

Decorating the church can usually be done, depending upon the use of the church for other functions, the day prior to the ceremony. Flowers for the church should be arranged to be delivered one hour prior to the service.

There is to be no flash photography taken during the service. Videotaping is permissible, provided the camera operator is not in a highly visible place.

**No Alcohol** is to be consumed on the church property, including the parking lot and dressing rooms.

Couples are expected to attend the L.S.S. pre-marriage seminar.

All fees should be paid one week before the day of the Wedding.

It is necessary to keep purses/valuables secured at all times you are in the building. **There is not a locked, secure area provided by the church.** Have a family member, friend or member of the bridal party watch purses/valuables during the ceremony. Do not leave valuables unattended.

## **Schedule of Fees and Expenses**

All fees should be paid one week before the day of the Wedding. These can be discussed when meeting with the pastor. Fees are subject to change without notice or warning.

Building Use Fee	\$250	is for use of the Church (check payable to St. Matthew's Lutheran Church). A Non-refundable \$100 deposit is required to reserve the Wedding date. This deposit will reduce the amount owed in the end to \$150.
Runner Fee	\$90	is for cleaning of cloth runner (check payable to St. Matthew's Lutheran Church).
Clergy Fee	\$250	(check payable to individual pastor)
Organist Fee	\$250	is the fee for playing the wedding service and consultation with the couple. (Check payable to John Paradowski).
Custodial Fee	\$100	(check payable to custodian).
Bulletin	\$50	is for typing and printing; wedding party provides the bulletin stock 2-4 weeks prior to the wedding. (Check payable to the secretary).
Soloist Fees		Varies according to music chosen.

All fees are due one week prior to rehearsal.

## **Soloists and Instrumentalists for Weddings**

(Contact John Paradowski for additional names of instrumentalists)

John Paradowski	Organist	(414) 774-0441 (church)
Christine O'Meally	Soprano	(414) 218-0638
David Mohr	Baritone	(414) 774-1775