

## NOTES

Marriage is an institution established by God the Father and honored by His Son, Jesus. Christ's presence made a difference in the wedding at Cana as He makes a difference in a wedding at Aurora First Assembly of God. To make a wedding Christian, Jesus Christ Himself, through the Holy Spirit, must attend and must be in evidence. Whether your wedding is large or private, it can only be Christian if the hearts and lives of the people involved have been transformed by the presence of Christ. You do not need flowers, music, or formal attire to make a wedding memorable; prayer and your pastor with a sweet and sacred ceremony are the essentials.

**MARRIAGE PREPARATION CLASSES**  
**Wedding Planner**

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**SUGGESTED READING LIST**

(Available at your nearest Christian book store.)

Letters to Karen - by Charlie W. Shedd

Letters to Phillip - by Charlie W. Shedd

Here's How to Succeed with Your Money - by George M. Bowman

The Freedom of Forgiveness - by David Augsburger

Spirit Controlled Temperament - by Tim LaHaye

The Marriage Affair - by J. Allen Peterson

Sexual Happiness in Marriage - by Herbert J. Miles

Do Yourself a Favor - Love Your Wife - by H. Page Williams

All About Men - by Joseph H. Peck

Ms. Means Myself - by Gladys Hunt

Easy to Live With - by Leslie Parrot

The Act of Marriage - by Tim LaHaye

**BIBLIOGRAPHY**

Betty Crocker Wedding Plan Book

Planning Your Wedding - Levine

You and Your Wedding - Gray

The Bride's Book of Etiquette - Editors of Brides Magazine

Check List for a Perfect Wedding - Follett

Your Christian Wedding - Swadley

Calvary Temple Wedding Booklet

Kenosha First Assembly of God Wedding Booklet

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## MARRIAGE PREPARATION CLASSES WEDDING PLANNER

BECAUSE OUR FACILITIES ARE SO VERY BUSY, WE MUST LIMIT THE USE OF THEM FOR WEDDINGS TO MEMBERS OF FIRST ASSEMBLY OR ADHERENTS ONLY

It is the policy of First Assembly of God, that our pastors only perform marriage ceremonies for couples that have completed First Assembly's "Before You Say 'I Do' Premarital Class". This is an eight-week course held on Sunday mornings, Feb.-Mar. or Sep.-Oct. Materials for the class cost \$35.00 per couple. Please make application early enough - so that this class can be accomplished in full.

### PRE-WEDDING POLICIES

Because the pastors of First Assembly are committed to developing successful marriages, the pastoral staff has adopted these guidelines for couples seeking to be married at First Assembly:

1. Couples must complete a "Before You Say 'I Do' Premarital Class" registration form, which will be submitted to the pastor of their choosing for approval. All applications will be reviewed in Staff meeting and a decision made as soon as possible.

2. Once the application is approved, you may pay your deposit of \$285 (\$250 for church and \$35 for the premarital class) and have your date placed on the church's master calendar. You will be informed about the dates of the next premarital class.

3. Copies of the application are then given to the premarital class teachers, and the wedding coordinator. The wedding coordinator will contact the reception consultant if a reception is desired. First Assembly requires our wedding coordinator be used for all weddings and our reception consultant be used for all receptions. During the course of the class, you will meet with the wedding coordinator to discuss the details of your wedding.

### INSTRUCTIONS FOR GUEST BOOK ATTENDANTS:

1. Arrive 45 minutes before the ceremony.
2. Have at least three pens in case some give trouble.
3. See that the book is given to the person designated by the bride at the conclusion of the reception.
4. Be certain the book is taken to the reception for those who did not sign at the wedding.
5. It is not necessary for you to be at the rehearsal.
6. Wear your best smile and thank you for helping!

### INSTRUCTIONS FOR GIFT ATTENDANTS:

1. You need not be at the rehearsal.
2. Arrive 45 minutes before the ceremony.
3. Have scotch tape to secure all envelopes to the packages so that none are lost or mixed.
4. Know to who you are to give the cards that are not with a package.
5. Know where the bride wishes you to place the gifts following the ceremony.
6. Wear your best smile and thank you for helping!

### INSTRUCTIONS FOR RECEPTION ATTENDANTS:

1. Upon arrival at the church, check in with the reception hostess to learn your duties and at what time she would like you to begin assisting.
2. Be seated at the back of the church so you can slip out unnoticed at the conclusion of the ceremony.
3. Wear comfortable shoes and a dress from which spots can easily be removed.
4. Wear your best smile and thank you for helping!

## **OMSME]**

Make certain the groom has your complete name, address and phone number.

Your outfit is paid for by yourself

You are responsible for your own transportation, if you are from out of town.

The groom may ask you to look after the grandfather, uncle, etc.

Your function is to add gaiety and warmth to the wedding and reception.

## **G BEARE]**

Usually the rings on his pillow are not the real ones.

He either precedes the flower girl or walks beside her down the aisle.

3. His parents are responsible for his outfit.

4. He does not stand in the receiving line.

5. The best man generally looks after him.

## **FLOWER GIRL**

Her outfit is the responsibility of her parents.

If she is quite young, she carries a basket of flowers instead of dropping petals.

She precedes the bride down the aisle.

She does not stand in the receiving line.

The maid of honor generally is in charge of her.

4. Pre-marital counseling sessions are required with the couple and the pastor performing the ceremony as determined by the pastor.

5. Any exceptions to these policies would need to be submitted to the church office to be considered by the church staff.

## **FACILITY FEES**

Deposit \$250

(This is required to place a date for the wedding and the rehearsal (a rehearsal is necessary for all weddings) on the church calendar. This deposit is refundable up to 30 days prior to the wedding. The remaining facility charge, paid to Aurora First Assembly, is due two weeks before the wedding.)

With Reception \$1,000 (includes deposit)

Without Reception \$ 750 (includes deposit)

(These fees include the honorarium for the Pastor and Organist.) They also include the use of all silk trees, kneeling bench, table and holder for unity candle, candelabras, aisle runner, wooden archway, and dressing rooms. The set-up in the sanctuary (the removal of the pulpit, platform chairs, choir chairs, instruments, and music stands. The piano and organ are not removed.) The set-up, serving, and clean-up at the reception and furnishing and cleaning white tablecloths; providing snack-plates and cups, forks, serving dishes, cake knife, nut and mint dishes, coffee server and punch bowl. Set-up and use of tables and chairs. (These will also be replaced or taken down by the assigned custodian.) This fee includes the set-up and operation of all audio equipment for wedding and rehearsal in the sanctuary. No sound personnel will be provided for weddings in areas other than the sanctuary. No one other than authorized personnel may operate our audio equipment.

Small Chapel Wedding \$ 300 (includes deposit)

(No sanctuary use. No coordinator. No more than 20 persons including wedding party. Pastor in complete charge.)

## CHURCH REGULATIONS

### Times

Friday weddings are scheduled no later than 7:00 p.m. Friday receptions must be over and the buildings vacated by 10:30 p.m. Saturday weddings are scheduled no later than 2:00 p.m. Sanctuary must be vacated by 4:00. Saturday receptions must be over and the buildings vacated by 7:00 p.m. There will be no weddings scheduled in our facilities on holidays or when our maintenance staff is scheduled to be off. (Please make sure each person in your wedding party realizes the importance of being on time.)

### Building Regulations

No smoking is allowed in the building

No dancing is allowed in the building

No alcoholic beverages are allowed on the premises.

No birdseed or rice is allowed in the building.

All candles must be non-drip candles (can be rented.)

## USHERS

1. The head usher is responsible to see that all other ushers are at the rehearsal and wedding at the appointed time. He should have the names, addresses, and phone numbers of all other ushers.
2. All ushers should see that the bride has their name, address, and phone number.
3. You pay for your own outfit, which is selected by the groom.
4. You attend the rehearsal and be on time!
5. Arrive at the church one-hour before the wedding, if you are dressing at the church, or 45 minutes before, if dressing at home.
6. Obtain your flower from the wedding coordinator.
7. When seating guests ask if they are a friend of the bride or the groom and seat them accordingly; bride's side is on the left. If you get too many people on one side of the church, simply seat them on the other; try to keep it balanced.
8. Offer your right arm to a lady to be seated. Her husband and children follow.
9. Ushers may light candles before the guests are seated or as a part of the ceremony.
10. The groom's mother is seated first with his father behind.
11. The bride's mother is seated last. No one is seated after she has been.
12. After the ceremony, the same ushers go back for the bride's mother and groom's parents and then dismiss the other guests a row at a time.
13. Help guide the guests to the reception hall.

**BEST MAN**

You will serve as the groom's valet on this, his most important day; your job is to cooperate, not interfere. Your duties are as follows:

1. Help the groom with the honeymoon reservations if necessary.
2. Make sure that all male members of the wedding party have proper attire; pick up and return all rented suits before and after the wedding.
3. Be certain the marriage license is taken care of; it should be given to the minister at the rehearsal.
4. You may pay the minister with money or check given you by the groom. Do this at the rehearsal
5. Help the groom dress and run any errands; you are his right-hand man.
6. Make certain you have the bride's ring.
7. Sign the wedding certificate.
8. Drive the groom to the church and the couple from the church to the reception if necessary. You will also arrange the get-away car and will need to drive them to catch any plane, train, etc. for the honeymoon. See that the luggage is in the car and checked in ahead of time at the airport or depot.
9. Take the groom's going-away clothes to the place of the reception and see that his wedding clothes are removed from the place where he changes.
10. Pay for your outfit.
11. Give the couple a gift.
12. If there is a ring bearer in the wedding party, the groom may appoint you to watch over him.

**BUDGET**

- Church Facility Charge \_\_\_\_\_
- Flowers \_\_\_\_\_
- Photographer \_\_\_\_\_
- Candles \_\_\_\_\_
- Cake \_\_\_\_\_
- Punch & coffee \_\_\_\_\_
- Candy & nuts \_\_\_\_\_
- Napkins \_\_\_\_\_
- Gifts for Wedding Attendants \_\_\_\_\_
- Rings \_\_\_\_\_
- Clothes \_\_\_\_\_
- Honeymoon \_\_\_\_\_
- Other \_\_\_\_\_

**TELEPHONE NUMBERS**

- Florist \_\_\_\_\_
- Baker \_\_\_\_\_
- Coordinator \_\_\_\_\_
- Church \_\_\_\_\_

## **A NOTE TO THE BRIDE**

This is **YOUR** wedding. The rules of etiquette are nothing more than guidelines to the most tasteful, courteous, and considerate behavior. Certain customs are traditional; other details can be arranged to suit **YOU**, remembering that a wedding at Aurora First Assembly is a sacred ceremony, not a stage production.

There is a too common malady among brides-to-be, which might be called "weddingitis." Its symptoms include exhaustion, nervousness, insomnia, and irritability. It is caused by a virus, which has just recently been isolated--wedding pressure. Some brides have been catapulted almost into shock by it, but you will not be. You will be prepared. Your attitude toward your plans and your state of mind in carrying through with those plans should be guided by inner calm, not outer confusion. In a carefully planned wedding, the machinery never shows but it is always there. Organizing is the best possible way to combat confusion in planning your wedding. Perhaps the best advice for a bride-to-be is this; do everything well, but don't over do.

The first step in planning your wedding after engaging the church facilities and the service of the minister is to set the budget. You will certainly not want to be too extravagant but you will not want to be miserly either. Sit down with your Dad at the very beginning and establish a budget; then make every effort to stay within that budget even if it means no reception or two less bridesmaids. Be honest with yourself and with your father and you will steer clear of pitfalls and stay out of trouble. Well, out of bankruptcy anyway!

Make this old adage your rule:

Never postpone until tomorrow those things you can do today.

## **MAID OR MATRON OF HONOR (Continued)**

16. If there is a flower girl in the wedding party, the bride may delegate to you the responsibility of caring for her.

17. Relax and wear your prettiest smile!

## **BRIDESMAIDS**

1. Make certain the bride has your complete name, address and phone number.

2. Your dress and accessories are chosen by the bride and paid for by yourself.

3. You are responsible for your own transportation if you are from out-of-town.

4. Do not wear any jewelry (including a watch) unless chosen by the bride.

5. Break in your wedding shoes and wear them to the rehearsal.

6. The bride may ask you to look after a grandmother, aunt, etc.

7. Your function is to add gaiety, beauty, and warmth to the wedding and reception. At the reception, you should circulate among the guests making sure all are comfortable and have someone to talk to. Please do not congregate with the other attendants or ushers and ignore the other guests.

8. Be kind and gracious, and wear your prettiest smile!



## **MAID OR MATRON OF HONOR**

You are the bride's tranquilizer. It is the Maid of Honor's responsibility to keep the bride looking lovely during the wedding and reception. The good Maid of Honor forgets herself to care for the bride.

The responsibilities of the Maid of Honor are:

1. See that the bride has your complete name, address and phone number.
2. The bride chooses your dress, headpiece, and shoes. You pay them for.
3. Help the bride in any way she might ask in preparing for the wedding, such as helping address invitations or arranging the gift display in her home.
4. Give a shower for the bride, inviting all attendants.
5. Pay for your own transportation if from out of town.
6. See that the bridesmaids are all there on time for the rehearsal and that they wear their wedding shoes.
7. Help the bride dress along with her mother.
8. See that the groom's mother is included in the dressing room pictures.
9. Hold the bride's bouquet during the ceremony.
10. Hold the groom's ring - be sure you have it!
11. You may stand in the receiving line, next to the groom.
12. Help the bride change into her going away outfit.
13. Notify the bride and groom's parents when the couple is dressed and ready to leave so they may have a private good-bye.
14. Sign the marriage certificate.

## **BEFORE THE WEDDING GUEST LIST AND INVITATIONS**

1. Notify your family and your groom's family of the date and time by which they must give you the list of people to be sent invitations.
2. Be certain to order extra envelopes to allow for miss addressing.
3. Wedding invitations must be mailed first class.
4. The return address goes on the back flap; this can be embossed instead of hand-written.
5. Do not type invitations. Have mothers or your attendants help address your invitations.
6. Mr. and Mrs. and full names and addresses with no abbreviations should appear on the outer envelope. Children living away from home should receive a separate invitation.
7. Mail invitations four weeks prior to the wedding.
8. Both sets of parents may issue the invitation if they are sharing the expenses equally.

## NOTES FOR THE BRIDE

1. Remember that the type of gown you choose, along with the time of ceremony dictate the degree of formality of the wedding.
2. Wear the undergarments and shoes that are to be worn with the gown to all fittings. Have the last gown fitting two days before the wedding as most brides lose weight in that last week and you will want your gown to fit perfectly.
3. Be certain you know if the store will deliver your dress or if you need to pick it up.
4. Make sure you break-in your wedding shoes and that you wear them to the rehearsal.
5. Order all attendants dresses or materials at the same time so they match exactly. Do your shopping early as it takes at least two months for ordered dresses to arrive. A considerate bride will select several styles and materials for the attendant dresses and let the girls have a say since they are buying them and will wear them later. It is best if the dresses have "back interest" as the back of the dress is seen throughout the ceremony.
6. Make sure you have names, addresses, and phone numbers of all attendants.
7. See that all attendant dresses are the same length from the floor.
8. Ask your attendants not to wear any jewelry unless it all matches. If you want the girls to wear jewelry then you can give it to them as their gift. Since gifts are given the night of the rehearsal, they would have them to wear at the wedding.
9. Be certain to give any special seating instructions to the head usher.
10. Appoint someone to care for the flower girl if you have one in the wedding party.

## WEDDING GIFTS

It may be more blessed to give than to receive, but one of the greatest thrills of being a bride is the pleasure of receiving wedding presents. They not only provide a choice for equipping and decorating your new home but also are wonderful tokens of friendship.

1. It is the smart bride who starts writing her thank-you notes the moment she receives her first gift. The notes should always be hand-written. You should include your fiancée's name in the body of the letter but sign only your name. Also, be sure to mention the gift specifically.
2. We suggest that you designate someone to tape cards to any gifts that have a way of showing up at the wedding. Then have this person (perhaps several ushers too) lock the gifts in the trunk of a car. We suggest that you do not open or display gifts at the church. Gifts are opened at the home of the bride prior to the wedding day, notes are written and they are displayed there.
3. Designate one person to be responsible for any cards that come in at the wedding and to see that you get them. Make sure that checks and cash are properly recorded and acknowledged.
4. Be careful that no cards or essential details get lost in all the excitement. Accurate records are a must to avoid mixing up gifts and omitting thank-you notes.
5. The practice of displaying cards with the gifts is not in the best of taste as it invites too much comparison.

## **NOTES FOR THE PHOTOGRAPHER**

Our bride has chosen you to capture for her the happenings of her most memorable day. There are a few things we would ask of you in planning for her pictures:

1. We ask that you strive for pictures that catch the spontaneous action and unconscious facial expressions, as they will mean the most as years go by. She will want a few posed photos but please keep these to a minimum. Plan in advance to have these taken as quickly and as unobtrusively as possible for too much posing interferes with the wedding proceedings and festivities. Whatever you do, please **DO NOT** make the guests wait around or the reception to start while you take pictures. It is not only bad manners to make guests wait, but it is unnecessary as well.

Please take as many pictures as possible before the ceremony starts. Since the bridal party leaves the sanctuary before any of the guests, you should arrive at the reception in time to pose for several pictures before many of the guests appear. You may not take posed pictures between the ceremony and reception when the reception is at the church.

2. Please do not take any pictures of the cake and cutting until all members of the wedding party, families, and most of the guests are present.

3. Aurora First Assembly does not permit flash pictures to be taken during the ceremony. Please take available light shots during this time. Flash photos during prayer are prohibited. No photographers are allowed on the platform during the ceremony.

4. Please, no smoking anywhere in the buildings of Aurora First Assembly.

Please call if you have any questions.

## **NOTES FOR THE GROOM**

1. Have a complete physical and dental check up. Suggest that your bride do the same.

2. Have blood tests and get marriage license.

3. If you have any special seating instructions, see that you give them to the head usher.

4. Get your gifts for your attendants and give them at the rehearsal or rehearsal dinner.

5. Plan your honeymoon.

6. Place the minister's fee in an envelope and give it to him at the rehearsal.

7. Be sure your bride receives sufficient sleep the evening prior to the wedding. You will have her the rest of your life so no need to stay up late. Also, have someone see that she eats properly on the day of the wedding to keep her from getting light-headed or dizzy during the ceremony or reception.

8. If either your parents or your bride's parents are deceased or divorced, certain procedures may be altered for the ceremony.

9. Assign someone to look after the ring bearer if you have one in the wedding party.

## THE BRIDE'S FAMILY

The bride or her family is usually responsible for the following:

1. Invitations, announcements, informals, and postage
2. Bride's dress, veil and accessories
3. Bride's trousseau
4. Flowers as listed
5. All church fees
6. Musician's fees
7. Groom's ring and gift
8. Gifts for female attendants
9. Hotel accommodations for out-of-town bridesmaids
10. Complete reception, including hall rental, food, music, decorations, and professional services
11. Photography services
12. Transportation of the wedding party to the reception
13. Providing for out-of-town guests after the reception
14. Clothing for the bride's family, especially the mother's dress

The bride's mother is the hostess at both the wedding and reception. She cooperates with the groom's mother in planning the rehearsal dinner. The father of the bride is the last to leave the reception and bids the guests good-bye.

It is the prerogative of the bride's family to decide how big the wedding will be and how many guests will be invited to the reception.

The bride may request certain shades for her mother's dress.

Notify the mother of the groom as to the dress length, sleeve length, and degree of formality. The two dresses should coordinate. The mothers never wear black. If you bride's mother wears gloves or a hat, the other must follow suit.

The father of the bride escorts his daughter down the aisle and gives her away.

The mother of the bride is the last one seated before the ceremony begins and stands as soon as the bride starts down the aisle.

## YOUR PHOTOGRAPHS (Continued)

Have your photographer take a "posed" candid of the soloist and organist before the wedding. Since the bridal party leaves the sanctuary before any of the guests, you should arrive at the reception in time to pose for several pictures before many of the guests appear. A formal shot of you and your groom and one of the entire wedding party might be taken at that time.

If you use video equipment, we suggest it be placed and kept in an out-of-the-way place during the ceremony. The operator must stand in one spot during the ceremony or have the camera on a stand.

We will provide a sound technician to operate our sound and lighting equipment.

## YOUR PHOTOGRAPHS

Your bridal portrait, wedding candids, and newspaper clippings are keepsakes you will treasure for years to come. For your portrait and wedding day photos, you should strive for a natural look -- one that will not make your pictures look dated in a few years.

Find out if your photographer will respect and work within your schedule so that you will not have to adjust your life on your busiest day to fit his schedule. Although a competent photographer does not need coaching to capture the highlights of a wedding, he does need to know your personal plans and wishes. Give him a list of the pictures you want him to be sure to get. Choose a photographer who gets along with people well so that he will appear at the proper time and not seem to be running the wedding. He is there to pictorially record the great day for you and should be as inconspicuous as possible. Make certain he will be there at the proper time and stay through the reception if you want him to do so. You should obtain, in writing, an agreement of what services you are to receive from him and the cost of these services. You should also make certain that he is familiar with the regulations of the church.

Aurora First Assembly does not permit flash pictures to be taken during the ceremony. Please take available light shots during this time. Photos during prayer are prohibited. No picture is worth an intrusion upon the solemnity of dignity of the wedding ceremony.

Some of the wedding photographs classified as "candid" are really not at all. True candid photographs are usually the best; the pictures, which catch spontaneous action and unconscious facial expressions, are the ones that mean the most as time goes by. It is nice to include a few posed photographs in your wedding album but these should be kept to a minimum. Plan in advance to have them taken as quickly and unobtrusively as possible for too much posing interferes with the wedding proceedings and festivities.

Whatever you do, **DO NOT MAKE YOUR GUESTS WAIT AROUND WHILE YOU AND THE OTHER MEMBERS OF THE WEDDING PARTY POSE FOR PICTURES**; not only is this bad manners, it is unnecessary as well. If you want to be photographed with your parents or your bridesmaids, for example, you can allow time for these to be taken as soon as you are finished dressing.

## THE GROOM'S FAMILY

The groom or his family usually pays for the following items:

1. Blood tests for license
2. Minister's fee and tuxedo rental
3. Flowers as listed
4. Bride's ring and gift
5. Gifts for male wedding party members
6. Housing for out-of-town male attendants
7. Wedding clothes - purchase or rented
8. Honeymoon and future home
9. Their own clothing, housing, and travel needs
10. Gift for the couple

Welcome the bride into the family as soon as possible after the engagement by dinner. If distance prevents this, then phone or write her a letter.

Call on her parents if they live nearby, or write them an enthusiastic letter.

Introduce the bride to your friends and relatives at a tea, dinner or reception before or after the wedding.

Go along with the type of wedding decided upon by the bride's family. Do not ask the bride's family to pay for more things than they are able.

Cooperation is the keynote -- do not make any decisions regarding the wedding activities unless asked to by the bride or her family.

Limit your guest list to the size the bride asks and submit your list to her ahead of schedule.

The bride's mother selects her outfit first and then you cooperate with the effect the bride and her mother are trying to achieve.

The groom's father dresses as the rest of the men in the wedding party.

Often the groom's family offers to take over the responsibility of the rehearsal dinner or party.

## REHEARSAL

A rehearsal is necessary for all weddings. The rehearsal sets the pace for the wedding and helps to give the wedding party more confidence, so that the wedding day will flow smoothly.

1. PLEASE, everyone be on time.
2. Bring your marriage certificate to the rehearsal and give it to the minister or coordinator.
3. Are communion and/or candle lighting to be part of the ceremony? Communion is served only to couples that are members of Aurora First and living consistent Christian lives. The couple should discuss their wishes with the wedding coordinator and the officiating pastor.
4. Remind the wedding party that there is to be no smoking or alcohol on the premises and see they know where restrooms, water fountains, and reception hall are located.
5. The rehearsal should flow smoothly and not last over one hour. The wedding coordinator will be on hand to assist the wedding party and the minister.

## FLORIST INFORMATION

The bride and groom have chosen you to prepare the flowers for their wedding because they have confidence in you. We at Aurora First Assembly welcome you. If there is any help you need, just call.

We do ask that your decorations enhance rather than detract from the beauty of our sanctuary or chapel. Simplicity of decoration is preferred over elaborate displays.

May we stress to you the necessity of being finished setting up your decorations one hour before the ceremony is to begin. You are welcome to service the wedding should the family ask you to. However, our coordinator is here and will be happy to take care of the corsages, etc.

Please make sure that the tape used on the pews comes off clean and that wax from the candles does not drip on the carpet. Also, please pick up your equipment the Monday following the wedding, i.e., arches, runners, candelabra, etc.

The family is responsible for all equipment used for their wedding. They may leave it at the church for you to pick up but the church is not responsible for any lost or damaged items.

If you have any questions, please contact:

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Wedding Coordinator

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Telephone #

## FLOWER CHECK LIST

Not all the items listed will apply to your wedding. Check those you will need and list the color preference and number needed.

- \*Bride's bouquet
- \*Bride's going away corsage
- Maid of Honor bouquet
- Bridesmaid
- Flower Girl
- \*Mother's corsages
- \*Grandmother's corsages
- Guest Book table decoration
- Guest Book attendant corsage
- Candle lighters
- Reception attendants
- Special people corsages
- \*Boutonnieres for all men  
(Groom, best man, grooms men, ushers, fathers, minister, ring bearer, musicians, grandfathers)
- Musicians' corsages
- Chancel flowers
- Candelabra decorations
- Candles
- Aisle runner
- Pew markers
- Aisle ribbons
- Reception bouquets or table decorations
- Flower top for cake
- Flowers around cake
- Cake knife bow or corsage
- Ring pillow
- Aisle lamps
- Wedding candle arrangements (unity)
- Gift attendant flowers
- Other

\*Traditionally paid for by the groom.

## REHEARSAL DINNER OR PARTY

1. This function is not necessary, but it is a nice gesture to show your appreciation to those members of the wedding party.
2. Anyone can give the dinner or party. It is rather traditional in this area for the groom's family to take over this responsibility.
3. This is the time for the bride and groom to give their attendants a gift to say "thank you."
4. It can be given at a home, club, or restaurant.
5. The minister is invited when he is a personal friend.
6. Husbands and wives of attendants are usually invited, as are the parents of any children in the wedding party.
7. Alcoholic beverages are not proper for the rehearsal dinner.

## CEREMONY PROCEDURE

The following outline is a traditional ceremony. Discuss your preferences with your pastor and/or the wedding coordinator.

1. One-half hour before ceremony
  - a. Candles lit by ushers unless candle lighters are to be used later in the ceremony
  - b. Organ music starts
  - c. Ushers seat guests after they sign guest book
2. At the time the wedding is to begin, the parents of groom are seated; the bride's mother is seated
3. Vocal solo
4. Processional
  - a. Pastor and men enter from the front
  - b. Attendants down the aisle
  - c. Bride and her father, guests stand
5. Prayer
6. Guests are seated
7. Pastor's introduction
8. Father's response
9. Couple moves up the stairs
10. Bride hands flowers to Maid of Honor
11. Vows
12. Instruction from pastor
13. Rings exchanged
14. Kneel, prayer, communion\*

## FLOWERS

Flowers are not essential but they add a festive touch to this happy occasion. In selecting your flowers, let good taste be your guide. Your only limitations are your facilities, your budget, and your imagination. Do not rule out the use of potted plants or greenery as fillers and background for your wedding and reception.

**A NICE THOUGHT:** The groom's boutonniere is traditionally taken from the bride's bouquet. That is why it is different from the other male members of the wedding party.

1. Be sure to give your florist a complete description of your dress -- including the silhouette, length, neckline, and sleeves -- so she can recommend an appropriate style for your bouquet. The bridal bouquet should be scaled to the size of the bride. The honor attendant often has a different shade or contrasting color in her bouquet. Attendant's bouquets need not be the same style or size as the bride's but should have the same general feeling.
2. Give your florist a swatch of fabric from your attendants' dresses to guide in designing appropriate bouquets.
3. Flowers that are too fragile for bouquets make marvelous church decorations. Using in-season flowers is usually prettier than more economical.
4. Choose a florist whose decorations will enhance rather than detract from the loveliness of the sanctuary or chapel. Simplicity of decoration is preferred over elaborate displays.



## MUSIC

Music adds to the beauty of the wedding ceremony and provides a background and friendly atmosphere while your guests are being seated.

Here are a few things to consider:

1. Aurora First Assembly organists charge \$75.00 for playing at the rehearsal and ceremony. (This price is included in the facility fee.)
2. You will need to know what musical selections the church allows and what the organist recommends before you arrange your musical program. The wedding coordinator will also have a list of appropriate music.
3. Do you want the traditional wedding marches?
4. Do not rule out the use of instrumental music such as the violin.
5. Vocal selections are nice to include and there are many appropriate numbers that can be used.
6. Our wedding coordinator will secure the organist and/or soloists if you have no one in mind.
7. Musicians are invited to the rehearsal dinner if they are personal friends.
8. Pay your musicians at the rehearsal.
9. All music must be approved by the wedding coordinator.

## CEREMONY PROCEDURE (Continued)

15. Vocal solo (sacred)
16. Stand
17. Couple pronounced man and wife (candle lighting if desired)
18. Kiss
19. Pastoral blessing
20. Presentation
21. Recessional
22. Parents ushered out (Bride's first)
23. Ushers excuse guests row by row starting in front
24. Receiving line
25. Cake cutting
26. Reception
27. Sign marriage license in Bride's room or Pastor's study

\*Holy Communion will be served to those who are church members who are faithfully serving the Lord.

## YOUR WEDDING RECEPTION AT AURORA FIRST ASSEMBLY

Your reception at Aurora First Assembly is beautifully arranged and serviced by The Wedding Guild whose goal is to make this a most memorable day for the bride and groom. The members of the guild work voluntarily and any profits are used in the support of the "Hand to Heart" ministries.

A wedding is a solemn ceremony, but the reception, which follows, may be as festive as you wish. The reception party is one of the most enjoyable traditions of the wedding day in honor of the bride and groom. Therefore, the bride and groom should be very much evident as they mingle among their guests.

The Reception fees include:

- Set-up, serving and clean up
- Furnishing and cleaning of white tablecloths
- Providing plates, serving dishes, forks, cake knife, nut and mint dishes,
- Silver coffee server, punch bowl and cups

The reception consultant will assist you in the set up of your reception. She will make arrangements with the custodial department to have the room cleaned, and the tables and chairs set up the way you want them before your arrival.

If you want to do any decorating of the reception room, you will want to plan to do this the day of the wedding or the evening before.

The punch recipe and ingredients (no red punch is allowed), coffee, nuts, mints and napkins must be furnished by the wedding party and also brought to the church kitchen the day before - again clearly marked - as well as any table decorations you would like to use. You will also need to bring containers to take home leftover cake, punch, etc.

It is nice to have some of your friends help with the reception. The reception consultant will help you determine the number of helpers based on the kind of food you are serving. Give a list of these persons and their jobs to the reception consultant as soon as possible.

RECEPTION CONSULTANT \_\_\_\_\_

## RECEIVING LINE

A receiving line is the most convenient way to give your guests an opportunity to greet you and to wish you well. Here are a few guidelines:

1. If all of the wedding guests are invited to the reception, the receiving line should take place there. If there are guests who will not be at the reception, the receiving line is at the church just outside of the sanctuary.
2. Greet each other cordially, whether you know them or not.
3. Keep people moving along. Do not permit one to monopolize your time.
4. The receiving line includes both sets of parents and the bride and groom. No others need be in the line, unless that is your wish.

You may arrange the receiving line in the traditional manner:

Bride's mother  
Groom's father  
Groom's mother  
Bride's father  
Bride  
Groom  
Maid of Honor  
Bridesmaids

Or, you may use the more informal arrangement:

Bride's mother  
Bride's father  
Bride  
Groom  
Groom's mother  
Groom's father