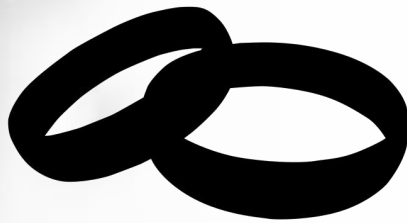


Planning a Wedding



TRINITY

Evangelical Lutheran Church

431 Philadelphia Avenue

Chambersburg, PA

717-263-8156

office@trinitychbg.org

WEDDING GUIDELINES

WHO MAY BE MARRIED AT TRINITY?

All are welcome to use the church building for a marriage, at the discretion of the pastors and/or Congregation Council. Couples who contemplate marriage should make arrangements for a period of marriage counseling with one of the pastors.

OFFICIATING CLERGY

One of Trinity's pastors must officiate at any wedding held on site. Visiting clergy are welcome to assist in the wedding service, but would require prior approval from the church council and senior pastor to officiate the ceremony.

SCHEDULING A WEDDING

A wedding is scheduled in conversation with one of Trinity's pastors, and happens on a first-come, first-served basis. Normally, only one wedding will be scheduled on any given day; and out of reverence for these religious celebrations, weddings will not typically be scheduled during Holy Week, the Saturday before Easter, Christmas Eve, or Christmas Day.

WEDDING LICENSE

A license for marriage is authorized by the Clerk of Orphan's Court in any county in Pennsylvania. The couple is responsible for securing this license and providing it to the officiating clergy. Without a valid wedding license in hand there cannot be a wedding service by law. It is strongly recommended that the license be given to the officiating clergy prior to the wedding rehearsal.

MUSIC

Trinity's Director of Music may be hired to play for a wedding, or may make suggestions for other church musicians to play.

PHOTOGRAPHS AND VIDEOTAPING

Wedding photographers and videographers are free to capture images from anywhere in the sanctuary, but should refrain from entering the chancel space (the area around the pulpit, lectern, and altar) during the ceremony. A wedding can be livestreamed and recorded using the church's cameras, but these may only be operated by the church's camera technician.

CARE OF CHURCH

Nothing should be nailed or tacked within the church. Seasonal worship paraments or decorations are not to be changed for weddings. Please be in communication with the church's sexton regarding the sanctuary set-up for the ceremony.

RECEPTION

A couple may schedule a reception in the social hall. Arrangements should be made in conversation with one of the pastors and the church's sexton. Trinity's service committee often is available to help with decorating, preparing refreshments, and distributing catered food.

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WEDDING FEE SUMMARY

	MEMBER HONORARIUMS	NON-MEMBER FEES
CHURCH USE ◆ With Reception ◆ With Pew Candles	None	\$250 \$400
PASTOR	\$200 - \$300	\$350
SEXTON	\$200 - \$250	\$250
ORGANIST	\$250	\$250
STREAMING	\$150	\$150
OFFICE MANGAER	\$50 - If programs are requested	\$50 - If programs are requested

ALL fees, vows, scriptures are to be fully discharged
no later than the Monday prior to the Wedding Ceremony.

