



Elk River

LUTHERAN

Elk River Lutheran Church – ELCA

**WEDDING INFORMATION**

(Please complete and turn into your Elk River Lutheran Church wedding coordinator.)

BRIDE: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

GROOM: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address after marriage: \_\_\_\_\_

Presiding Pastor: \_\_\_\_\_

For Non-Elk River Lutheran Pastor: Credentials are filed in which county in MN? \_\_\_\_\_

Wedding Date & Time: \_\_\_\_\_

Rehearsal Date & Time: (Please bring programs to rehearsal.) \_\_\_\_\_

Photographer's Name & Phone Number: \_\_\_\_\_

Pictures BEFORE or AFTER the Ceremony? (Usually after if Bride and Groom will not see each other before the wedding) \_\_\_\_\_

If pictures Before do you wish to have a First Glance picture? \_\_\_\_\_ Where? \_\_\_\_\_

Videographer Name & Phone Number \_\_\_\_\_

Bridal Party Arrival Time: (For Pictures) \_\_\_\_\_

Maid (Matron) of Honor

Best Man

\_\_\_\_\_

\_\_\_\_\_

Bridesmaids

Groomsmen

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Flower Girl(s)

\_\_\_\_\_

Ring Bearer(s)

\_\_\_\_\_

Ushers:

\_\_\_\_\_

\_\_\_\_\_

Personal Attendant(s):

\_\_\_\_\_

Florist: \_\_\_\_\_

Florist Phone Number: \_\_\_\_\_

Flower Delivery Time: \_\_\_\_\_

Decorating Time: \_\_\_\_\_

Organist: \_\_\_\_\_

Other Musicians: \_\_\_\_\_

Vocalist(s): \_\_\_\_\_

Scripture Reader(s) \_\_\_\_\_

Unity Candle:      Yes      \_\_\_\_\_      No      \_\_\_\_\_

Who will light tapers (small candles)?

(Options include: all parents, mothers, fathers, couple, ushers, others)

Candelabras:      Yes      \_\_\_\_\_      No      \_\_\_\_\_

Candle Lighter(s)      Candelabras: \_\_\_\_\_

Aisle Runner: (75 feet- purchased through your florist)      Yes      \_\_\_\_\_      No      \_\_\_\_\_

Runner pulled down before:      Bridal Party \_\_\_\_\_      For Bride Only \_\_\_\_\_

Approximate Number of Guests: \_\_\_\_\_

Seating of Guests:      Center      \_\_\_\_\_      Side Aisles      \_\_\_\_\_

Bride/Groom Sides:      Yes      \_\_\_\_\_      No      \_\_\_\_\_ (will keep sides even)

**Pews reserved for Bride's Family:**

Row 1: Parents \_\_\_\_\_

Row 2: Grandparents \_\_\_\_\_

(If step parents, siblings, etc, then grandparents move to row 3.)

Row 3: \_\_\_\_\_

Row 4: \_\_\_\_\_

**Pews reserved for Groom's Family:**

Row 1: Parents \_\_\_\_\_

Row 2: Grandparents \_\_\_\_\_

(If step parents, siblings, etc, then grandparents move to Row 3.)

Row 3: \_\_\_\_\_

Row 4: \_\_\_\_\_

Parents will be ushered in by: \_\_\_\_\_

(Options include: groom, ushers, bride, etc)

Grandparents will be ushered in Yes \_\_\_\_\_ By? \_\_\_\_\_ No \_\_\_\_\_

Any other special guests to be seated? Godparents \_\_\_\_\_

They should be ushered in: Right before the bridal party \_\_\_\_\_ Anytime \_\_\_\_\_

Guests will be ushered out by: Ushers \_\_\_\_\_ Couple \_\_\_\_\_

Receiving Line: Yes \_\_\_\_\_ No \_\_\_\_\_

Where: Church \_\_\_\_\_ Reception \_\_\_\_\_

Reception Location and Time: \_\_\_\_\_

Host/Hostess at Church: \_\_\_\_\_

Guest Book \_\_\_\_\_

Gift Attendant: \_\_\_\_\_

Who will pass out programs? \_\_\_\_\_

Sound Technician? \_\_\_\_\_

Women's Dressing Room: Yes \_\_\_\_\_ No \_\_\_\_\_

Men's Dressing Room Yes \_\_\_\_\_ No \_\_\_\_\_

**Wedding Information**

Food Room: Yes \_\_\_\_\_ No \_\_\_\_\_

Following the ceremony, who will be responsible for taking items to the reception or home?

\_\_\_\_\_  
Items to be taken:

\_\_\_\_\_

Decorating the sanctuary may take place before or after the rehearsal, or before the wedding.

PLEASE check with your wedding coordinator for scheduling details.

**Wedding Music Information**

Piano? Yes \_\_\_\_\_ No \_\_\_\_\_ CD? Yes \_\_\_\_\_ No \_\_\_\_\_

Vocalist? Yes \_\_\_\_\_ No \_\_\_\_\_

Names: \_\_\_\_\_

Instrumentalist? Yes \_\_\_\_\_ No \_\_\_\_\_ How Many? \_\_\_\_\_

Names: \_\_\_\_\_

**Service Plan**

Prelude - 15 to 20 minutes prior to the service. Special prelude music request: \_\_\_\_\_

\_\_\_\_\_  
Processional: Bridesmaids \_\_\_\_\_

Bride \_\_\_\_\_

Psalm \_\_\_\_\_ Unity Candle \_\_\_\_\_

Recessional \_\_\_\_\_

Postlude - 5 to 10 minutes after the service: \_\_\_\_\_

Hymns \_\_\_\_\_

Solo 1 \_\_\_\_\_ Solo 2 \_\_\_\_\_

Additional Service Music \_\_\_\_\_

Piano Selections \_\_\_\_\_

Miscellaneous \_\_\_\_\_

