

WEDDING BOOKLET



Wildwood Presbyterian Church

18630 W. Old Gages Lake Rd.

Grayslake, IL 60030

847.223.0073 www.wildwoodpc.net



Serving Christ with open minds, open hearts and open hands

YOUR WEDDING

Wildwood Presbyterian Church is glad that you wish to celebrate your wedding with a Christian service of worship in our sanctuary. The church is committed to help you both plan the wedding and prepare for your marriage.

CHRISTIAN MARRIAGE

Marriage is a gift of God and a means of grace. It is a gift, for love is not something we create ourselves, but is granted to us without merit. It is a means of grace, for marriage can be a place in which we become more loving and authentic, more fully ourselves than we could become on our own.

Marriage enriches the whole human family. As a couple's mutual love grows in the spiritual gifts of patience, forgiveness, selflessness, and joy, it inspires compassion and concern beyond the bounds of the immediate household. Such love not only encourages mutuality and human dignity throughout society; such love also witnesses to God's abundant mercy in our troubled world.

For Christians, marriage is much more than a social contract or an expression of human love. It is a sacred covenant between two people and the Lord our God. In the mystery of God's grace, the two become one flesh, to live together and grow in love and faithfulness for the rest of their lives. The wedding marks the beginning of this holy commitment.

Because the Presbyterian Church understands that a wedding, above all else, is a celebration of this holy covenant, the scripture, readings, Christian music, and the liturgy of the church service all serve to honor and glorify the God who is the source of the gift of love the couple has received, and the grace by which they grow together in marriage throughout their lives.

CHURCH POLICY ON WEDDINGS

- 1) Weddings are limited to members of Wildwood Presbyterian Church and their families contingent on session approval. A guest minister may participate at the personal invitation of a WPC pastor.
- 2) Weddings shall ordinarily be scheduled no later than 6:00 p.m. Likewise, weddings shall not be held on New Year's Eve or Day, Holy Week, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day and the days immediately preceding and following Christmas. Couples should contact the church office to see if their chosen date is available.

- 3) Couples will seek the availability of one of the pastors, who will bring their request to the session.
- 4) As a Presbyterian worship service, weddings at WPC are under the supervision of the session as directed by the Book of Order (W-4.9003). Session approval is required for both the wedding date and service.
- 5) If approved by both the session a pastor, a 10% deposit is required.
- 6) The couple schedules the first premarital counseling session with the pastor, normally at least four months before the wedding. The date and time of the rehearsal will be confirmed at that meeting.
- 7) Music for the wedding may be discussed with the church pianist, whose contact information will be supplied by the pastor. Couples may also choose to allow the accompanist to choose the music for the wedding. Music for the wedding shall be approved by the pastor and pianist.
- 8) Remaining fees shall be paid no less than two weeks in advance of the wedding. Fees for the minister, organist, soloist, and wedding coordinator shall be paid directly to that person.

PREMARITAL COUNSELING

The Book of Order of the Presbyterian Church (U.S.A.) requires that couples to be married in the Presbyterian Church participate in premarital counseling. Ordinarily, that counseling shall be provided by the pastor officiating at the wedding, usually in three or four meetings.

A good marriage is even more important than a beautiful wedding. Premarital counseling includes the discussion of the privileges and responsibilities of Christian marriage, the unique opportunities and challenges of a couple's relationship, and the meaning of the wedding ceremony, including the vows which will be taken. Often the couple finds that in the midst of hectic nature of the preparation for the wedding, the counseling reminds them of what is really important: their relationship.

MARRIAGE LICENSE

The couple must secure their marriage license from the office of the Lake County Clerk, 18 N. County Street, Room 101, Waukegan, Illinois. Information can be obtained online at www.co.lake.il.us/cntyck

THE WEDDING COORDINATOR

The church will assign a wedding coordinator who will assist the pastor and the couple prepare for the rehearsal and wedding. The coordinator will cover many of the details, freeing the bridal party and families to enjoy the experience.

Remembering that a Wedding is first and foremost a Worship Service of God, please observe the following:

- 1) No alcoholic beverages or illegal drugs are allowed in the church or on the grounds. The bride and groom will communicate this rule to attendants and friends.
- 2) No smoking is permitted in the church building.
- 3) Nails, tacks, staples, scotch tape, stickpins, or other materials that could damage church property (pews, walls, carpet, etc.) may not be used to affix flowers or decorations. Rubber bands may be used to affix decorations to the top of the pews.
- 4) No church furnishings may be moved or removed.
- 5) The church does not provide aisle runners. If a runner is desired, the length of the aisle is 46 feet.
- 6) The color of the decorations in the sanctuary, determined by the liturgical season of the church year, shall ordinarily remain unchanged for a wedding. Depending on the season, it may be possible to change the color of the fabric on the pillars behind the communion table for a fee of \$100 (options: red, white, green, blue, purple).
- 7) No rice, birdseed, balloons, or confetti may be thrown or released inside or outside the church building. Other objects to be thrown or released must be preapproved.
- 8) Water only in the sanctuary; no other food or drink.

PHOTOGRAPHY AND VIDEOGRAPHY

The church understands and appreciates that couples wish to have photographs of their wedding. However, a wedding is a service of worship, and the focus should be on experiencing the marriage ceremony rather than maximizing the photographic record. The following rules have been designed with this goal in mind. Please inform your professional photographer and guests of the following:

- 1) With the exception of the processional, all photographs in the sanctuary must be taken from behind the last row of pews without flash.
- 2) During the processional, the photographer may stand on the bride's side of the center aisle, between the chancel and the front pew (behind the traditional seat of the bride's mother), being careful not to obstruct the view of the groom. After the photograph has been taken of the bride, the photographer shall return to the back of the sanctuary by the side aisle for the remainder of the ceremony, including the recessional.
- 3) After the wedding ceremony, photographs may be taken in the sanctuary with flash.
- 4) Guests at the wedding are asked not to use flash photography.
- 5) The wedding may be videotaped using a stationery video camera, either handheld or on a tripod. Videographers must remain in one place during the wedding ceremony. The videographer should make arrangements for placement with the pastor or the wedding coordinator.

SCRIPTURE

Every wedding ceremony will include at least one reading from the Bible. Other readings may be included at the pastor's discretion.

Appropriate Bible readings include:

Genesis 2:18-24

Psalm 100

Psalm 145

Song of Solomon 8:6-7

Romans 12:1-2, 9-18

1 Corinthians 13

Matthew 5:1-10

Matthew 5:13-16

Mark 10:6-9

John 2:1-11

John 15:1-17

Colossians 3:12-17

THE UNITY CANDLE

Couples choosing to light a unity candle during the ceremony must provide the unity candle, the two family candles, and the necessary candlesticks/floral holders. In the absence of a unity candle, the church provides two large candlesticks for use during the wedding.

WEDDING MUSIC

A wedding is a service of worship, and therefore the music selected should be sacred in character, emphasizing the glory of God, the blessing of marriage, and God's gift of love. Wedding music has as its focus the worship of God and the faith of the Christian community. Romantic or sentimental music is often more appropriate for the reception than for the worship of God. The pastor and/or organist will be helpful in selecting appropriate music.

Musical accompaniment need not be limited to the organ; the church has a grand piano and keyboard that also can provide beautiful music. If you have other instruments in mind or would like the services of a vocalist or other instrumentalist, please speak with the pastor.

CHILDREN IN THE WEDDING

Often a couple chooses to include children in the wedding as flower girl or ring bearer. Children so included should be of age to walk down the aisle individually and follow simple instructions so that they enhance the wedding experience.

THE RECEIVING LINE

You may choose to have a formal receiving line immediately after the wedding or at the reception. Having the receiving line at the sanctuary doors after worship enables each guest to congratulate you soon after the vows have been taken, but this choice does confine guests to the sanctuary while they wait to be greeted, and may delay the photographs and/or transportation to the reception.

Please decide who among the family and wedding party will stand with the bride and groom in the receiving line.

THE WEDDING REHEARSAL

Wedding rehearsals shall begin on time, and normally take one hour or less. If small children are included in the wedding, please bring them to the rehearsal so they may practice their roles. Please bring the marriage license to the rehearsal and give it to the pastor.

Before the rehearsal, please consider the order of the attendants in the processional and their location on the chancel, and decide which of your relatives will be ushered to their seats, and by whom. Ushers should plan to attend the rehearsal.

HEARING ASSISTANCE

The sanctuary is “looped,” enabling those with T-coils in their hearing aids to receive amplification using the telephone setting of their aids. Others may use the hearing assistance devices provided by the church.

AUDIO-VISUAL ASSISTANCE

If special use of the video projection or sound system is required, an audio-visual technician can be provided. Input (preferably CD) shall be provided at the rehearsal.

WEDDING FEES		
	Member	Non-Member
Sanctuary	0	\$1200
Reception (gym)	\$300	N/A
Rehearsal Dinner	\$150	N/A
Change of sanctuary decoration	\$100	\$100
Organist/Pianist		
Wedding only	\$200	\$300
Wedding & rehearsal	\$250	\$350
Extra rehearsal	\$25	\$25
Soloist	\$100	\$100
Audio-visual coordinator	\$75	\$150
Wedding Coordinator	\$300	\$500
WPC Clergy		\$500

DIRECTIONS

From the south

From the Edens or I-294: Follow the Edens or 294 north and merge with I-94 north toward Wisconsin. Take the Route 120 West exit (Belvidere Road). Follow 120 West 2.5 miles to the first stoplight at Hunt Club Road. Turn right (north) on Hunt Club and follow to the first stoplight at Gages Lake Road. Turn left (west) on Gages Lake Road and follow 1.5 miles; watch for the church on your left. Turn left on Old Gages Lake Road and follow to the church. *If you miss the Route 120 exit from I-94, continue north and take the exit for IL-132 (Grand Avenue) west and follow the directions from the north below.*

From the western suburbs

Take I-355 north, which becomes I-290 north, which becomes IL-53 north (past Woodfield Mall and Arlington Race Track). IL-53 ends at Lake Cook Road. Take Lake Cook east 1.5 miles to the stoplight at Arlington Heights Road. Turn left (north) on Arlington Heights road for 1.5 miles. Turn left (west) on IL-83 for 4.5 miles; STAY STRAIGHT on IL-45 (do not follow IL-83 to the left). Follow IL-45 for 8.5 miles. Pass the College of Lake County and turn right (east) at the stoplight on Gages Lake Road, Go one quarter mile and turn right on Old Gages Lake Road at the sign for Wildwood Presbyterian Church.

From the north

Take I-94 south from Milwaukee. Exit on IL-132 west (Grand Avenue). Take Grand to the third stoplight at Hunt Club Road. Turn left (south) on Hunt Club. At the fourth stoplight, turn right (west) on Gages Lake Road. Follow Gages Lake Road 1.5 miles; watch for the church on your left. Turn left on Old Gages Lake Road and follow to the church.

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Room Reservation Request Form

Wildwood Presbyterian Church

18630 W. Old Gages Lake Rd., Grayslake, IL 60030
 p: 847-223-0073 f:847-223-3182 www.wildwoodpc.net
 Office Manager E-mail - wildwoodpc@sbcglobal.net

Event/Activity Name: _____ Today's Date: _____

Contact Person: _____

Phone Numbers: _____

E-mail Address: _____

Date(s): _____ End Date: _____

Day(s) of the Week: ___Sun. ___Mon. ___Tues. ___Wed. ___Thur. ___Fri. ___Sat.

Start Time: _____ End Time: _____ Occurrence(s): _____ Single Event

Repeat Occurrences: _____Daily _____Weekly _____Monthly _____Annually _____Other

Exceptions: _____

How many people are expected to attend? _____

Copy of Insurance Certificate Needed? Yes/No – If Yes - Please attach copy to this form

Room(s) Requesting:

___ Fellowship Hall {#52}	___ BoKirk Library {#50}	___ Sanctuary
___ Gym {#60}	___ Kitchen	___ The Barn (choir room) {#45}
___ Beach House {#44}	___ Art Room {#35}	___ Cinema {#34}
___ Computer Room {#33}	___ Drama Room {#32}	___ High School Room {#40}
___ Middle School Room (6) {#41}	___ Middle School Room (7) {#42}	___ Middle School Room (8) {#43}
___ The Lighthouse {#30}	___ The Kingdom {#20}	___ Noah's Ark {#23}
___ God's Garden Nursery {#24}	___ Tiny Treasures Preschool {#21}	___ Parking Lot
___ Outside – Where ? _____		

Or Meeting Offsite Location: _____

What Equipment is needed? ___ # of Chairs ___ # of Tables: Round or Rectangle ?

___ White Board ___ TV/VCR/DVD ___ Screen Other _____

Any A/V Support or Equipment Needed? Yes / No

If Yes – Fill out Audio & Visual Request Form

Special Instructions:

For Office Use Only:

Date Approved: _____ or Date Disapproved: _____ Reason _____

Total Fee \$ Amount Due _____ Deposit _____ Date Insurance Certificate Rec'd _____

Persons/Groups needed for approval by: Office Manager / Session / Pastor or Other: _____

WPC Representative to supervise event Needed? Yes/No If yes, who _____

Input on : ___ Public Calendar ___ Staff Only Calendar

Audio & Visual Request Form

Location where A/V is needed:

Sanctuary Fellowship Hall Gym Other:

Date of Event:

Event Description

Singers / vocalists? If so, how many?

Are there musical tracks to be played on the sound system? How many?
(Please provide music on a thumb/flash drive, preferably in .mp3 or .wma formats)

Musical instruments? If so, what instruments?

Which of these instruments will need a microphone?

Are there videos to display during the event?
(Please have them saved on thumb/flash drive, preferably in .mp4, .avi, or .mpg formats)

Are there slides to show during the event? (Please provide in PowerPoint format if possible)

Event contact information
Name:
Email:
Phone:

