



www.lmpchurch.org

2021 MANUAL OF OPERATIONS

LAKE MURRAY PRESBYTERIAN CHURCH

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***A GUIDE TO YOUR WEDDING AT
LAKE MURRAY PRESBYTERIAN CHURCH***

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Checklist for A Wedding at LMPC

1. Pray – Asking God to be a part of your wedding is essential for your wedding and marriage.
2. Call or e-mail the church office to make sure the date you prefer is available for the church and the minister (wedding dates are not reserved more than one year in advance for members and six months in advance for non-members).
3. Set up counseling time with a minister. Our denomination requires counseling before a wedding.
4. A **“Wedding Information Form”** should be filled out and returned to the church office. Your wedding will not be officially booked on the calendar until the form is returned.
5. Non-members need to make a deposit of \$ 400.00 in order to secure the date. If your wedding is cancelled this deposit will be refunded.
6. Consult with our wedding director.

What the Church Believes About Weddings

- It is not just a civil ceremony, but a way to ask God’s help and blessings on your relationship. The Session has said as a policy that “Holy Marriage in the church, is reserved for one man and one woman.” All weddings on LMPC property will respect that policy.
- A wedding is brief, but a marriage is for a lifetime. The wedding is not just to celebrate love but to start well.
- Marriage was begun by God, sustained by the Holy Spirit, regulated by the commandments, and blessed by Christ. It is God’s providential love that brings two human beings together.
- This is a church service and the denomination require at least one person to have faith, and ideally both to have faith. The pastor is in charge of all worship services, including weddings. If a guest pastor is to take part in the service, the senior pastor of Lake Murray Presbyterian Church must approve the guest pastor and he must invite him/her to participate in the wedding service. This is a Christian worship service, and all ministers taking part are to the Christian pastors.
- It is important that such an important relationship be entered into carefully so the Church requires counseling, and the minister(s) have the right to not allow the ceremony to be conducted according to the Book of Order (W-4.9002b) out of concern for the individuals.
- The Church (and God) wants to be a part of this special day and memory in your life.
- The policies included in this booklet are to help your ceremony to be worshipful and glorifying to God, and to protect your wedding and the church from irreverent and trivial treatment. While there are some who have abused their marriage, their wedding, and the church; we hope to help strengthen, bless, and honor God and your relationship with one another. We celebrate this joyous occasion with you, your friends, and family who gather to witness this special celebration of your marriage!

CIVIL CONSIDERATIONS

You may secure a marriage license from the Richland County Courthouse, 1701 Main Street, Room 207, Columbia, SC (576-1963). A blood test is not required by the state, but it is recommended. Those under 18 must have parental consent (minimum age is 16). A social security card is required for each applicant. A 24-hour waiting period is required for your license, but there is not expiration date. The wedding service need not be held in the same county in which is marriage license is obtained. Bring your marriage license to the church on the day of your wedding. The groom should give it to the pastor in charge. Upon conclusion of the ceremony the license will be signed before pictures begin.

THE CEREMONY

The wedding director will be responsible for conducting the wedding rehearsal and the wedding service.

- You may personalize your service in the following ways by choosing appropriate scriptures(s). A full list is found toward the end of this section, but common passages are:

Genesis 1:26-31

Song of Songs 8:6,7

Matthew 19:3-6

John 2: 1-11

Genesis 2:18-24

Psalm 103: 1-15, 15-18

Mark 10:6-9

Corinthians 13

- By choosing who will present you ("**give you away**") is common in the wedding service. Usually the father of bride presents the bride of marriage and answers the question "Who gives this woman to this man" - his response usually is "**Her mother and I**" but there may be exceptions.
- The families and congregation may participate (see below) in vowing to support the marriage and the couple.
- By choosing who participates as groomsmen, bridesmaid, ring bearers, flower girls, readers, guest register attendants.
- The choosing of worshipful music in the service, such as, hymns, solos, instrumentals, and even appropriate poetry.
- The use of the unity candle (or sand) symbolizing the two becoming one.
- The Sacrament of the Lord's Supper – but such action must be approved by the Session, and only those baptized (in any Christian Church) are encouraged to take part in the Lord's Supper.
- The Lord's Prayer may be said or sung, and a kneeling bench is available for those couples who would like to use it.
- Personal vows and special symbols may be used with the assistance and approval of the minister, normally in addition to the traditional vows.

Below is a basic outline of a typical worship service at Lake Murray Presbyterian Church:

- Statement on the Gift of Marriage
- Prayer
- Declarations of Intent – “Understanding that God has created, ordered, and blessed the covenant of marriage, do you affirm your desire and intention to enter this covenant?” **(I DO.)**
- Presentation of the Bride – “Who presents this woman to be married to this man?”
- Affirmations of the Families – “Do you give your blessing to N. and N., and promise to do everything in your power to uphold them in their marriage?” **(We Do).**
- Affirmations of the Congregation – “Will all of you witnessing these vows do everything in your power to uphold N. and N. in their marriage?”
- Psalm, Hymn, or Spiritual Song
- Readings from Scripture
- Homily (if applicable)
- Psalm, Hymn, or Spiritual Song
- Vows
 - I, *Name* (N.) take you, *Name* (N), to be my (wife/husband); and I promise, before God and these witnesses, to be your living and faithful wife/husband; in plenty and in want; in joy and in sorrow; in sickness and in health; as long as we both shall live.”
 - Exchange of Rings – “What do you bring as a sign of your promise?”
 - **“These rings”** – (usually spoken by best man and maid/matron of honor)
 - Prayer: “May these rings be reminders and signs to N. and N. of their promises made this day, and of their unending love and faithfulness for each other – through Jesus Christ our Lord.”
 - “This ring I give you, as a sign, of our constant faith and abiding love; in the name of the Father and of the Son, and of the Holy Spirit. Amen.” **(Bride/Groom repeat to one another)**
- **(Unity Candle option)** “Our Lord Jesus said that a man should leave his father and mother and cleave to his wife and the two will become one flesh. Today we are celebrating two people becoming one family.” What God has joined together, let no one separate.
- Prayer
- Lord’s Prayer (Read or Sung) – Note: in the Presbyterian Church we say “debts and debtors.”
- Announcement of Marriage – “Before God and in the presence of this congregation, N. and N. have made their solemn vows to each other. They have confirmed their promises by the joining of hands and by the giving and receiving of rings. There, I proclaim that they are not husband and wife.
- Charge and Blessing

- As God’s own, clothe yourselves with compassion, kindness, and patience, forgiving each other as the Lord has forgiven you, and crown all these things with love, which binds everything together in perfect harmony (Col. 3: 12-14)
- “You may kiss the bride.”
- “I present to you Mr. and Mrs.“
- Recessional

PHOTOGRAPHS

Flash photography may be taken from the center aisle by the photographer only during the Processional and Recessional. Non-flash photographs and videorecording may be made during the ceremony. Photographers and videographers are to remain at the back of the church. Videographers may set up a stationary camera on either side of the church but must keep it stationary at all times. No photographers or video equipment can be placed in the chancel area of the church. No flash pictures or artificial lighting will be allowed during the service, and the photographer should not be in view during the service. The recording of the service is not as important as the service itself. A wedding is a worship service and attention is directed not toward the photographer but to the Bride and Groom and ultimately to God. The Bride shall bear the responsibility of making sure the photographer and videographer area aware of these policies.

Guests should be **notified in the program that they are not to take pictures during the ceremony.**

DECORATIONS

Decorations are important to any celebration. The sanctuary, by design, is a place of beauty. It is the desire of the Session that simple decorations be used for weddings.

Below are some basic guidelines:

- All decorations, candles, and additional ceremonial appointments must be approved in advance by the wedding director.
- Decorations must comply with fire ordinances.
- The pulpit, baptismal font, chairs, or railings, not the communion table may be moved.
- Decorations should not mar or deface any church appointments. No nails, screws, glue, or tape may be used either in the building or on the pews or furnishings.
- Tube candles must be used on our church candelabra(s), as well, as, on any rented or borrowed candle holders.
- All floral decorations must be placed in waterproof containers.
- No decorations or arrangements may cover the cross.
- It is a nice custom to leave two floral arrangements for the worship services the next day. If you would like to do so, please inform the weddings director and church secretary.
- All floral arrangements other than the two noted above must be cleared from the church within two hours.
- If the fellowship hall is used for the reception, all decorations must be cleared away and all dishes cleaned and returned to their appropriate places at the end of the reception. Caterers must clean the kitchen and restore it to the condition in which it is found. The custodian will not clean the kitchen area.

DRESSING AREAS

The wedding director will designate which rooms will be at your disposal to use as dressing areas. While we try to protect possessions, we cannot be responsible for personal items belonging to your wedding party. Please have your wedding party remove all their personal items immediately after the ceremony so the facility may be cleaned.

CHILDCARE

Please take into consideration that small children may be a distraction to the wedding service. Childcare for weddings, rehearsals, or receptions will not be provided by the church. However, the use of the church nursery by a regular, church nursery worker, the wedding director will be glad to assist. It is the responsibility of the wedding party to pay the nursery worker if one is needed.

RECEPTIONS

1. Church facilities may be used for wedding receptions with Session approval.
2. Requests for such space should be made as early as possible (see costs below for non-members and clean-up costs for all).
3. Catering is not provided by the church, and any caterer is expected to set up and clean up.
4. No alcoholic beverages will be allowed in the church buildings or on the church grounds.
5. No smoking is allowed in church buildings.
6. The throwing of rice, confetti, bird seed, or the blowing of bubbles is not allowed in the church buildings. However, bird seed, flower petals, and bubbles are allowed in the church parking areas.

MUSIC

It is expected that the organist at Lake Murray Presbyterian Church will be given the opportunity to play if the organ or piano are involved. If he is unavailable for your wedding date, a guest organist can be contacted. In certain circumstances, you may use your own organist if Ken has agreed and has gone over all settings for the organ with your musician. Wedding music should be appropriate to a Christian worship service. For suggestions you may consult with the organist or wedding director. No taped music will be allowed.

FEES AND SUGGESTED HONORARIUMS

There is a difference between those who are church members and those who are not – in that church members give of their offerings to establish and maintain the facilities that you will use for the wedding. For those who are not members, it is especially requested that care is given to be respectful of those who have given so much to build and maintain the buildings that we believe are gifts from God.

Non-members are required to pay the sanctuary deposit of \$ 800.00 when the church is reserved. All other fees are due the night of the rehearsal. Checks should be made out to the individuals performing the service and not to the church. Failure to comply can give the church the right to cancel the reservation.

Use of the Sanctuary

Non-members \$ 800.00 (Paid at time of reservation)
Active Members No Charge

Pastor

Non-Members \$ 300.00 (paid the night of the rehearsal)
Members No charge (may give an honorarium)

Wedding Director

\$ 250.00 (paid the night of rehearsal)

Organist

Additional fee per
Vocal/special

\$ 250.00 (paid the night of rehearsal)
\$ 25.00

Sound System Coordinator

\$ 50.00 (paid the night of rehearsal)

Custodian Services

Sanctuary \$ 150.00
Fellowship Hall \$ 100.00

Nursery Attendant

\$ 25.00 minimum

SCRIPTURE

Genesis 2:18-24

The Lord God said, "It is not good that the man should be alone; I will make him a helper as his partner." So out of the ground the Lord God formed every animal of the field and every bird of the air, and brought them to the man to see what he would call them; and whatever the man called every living creature, that was its name. The man gave names to all cattle, and to the birds of the air, and to every animal of the field; but for the man there was not found a helper as his partner. So, the Lord God caused a deep sleep to fall upon the man, and he slept; then he took one of his ribs and closed up its place with flesh. And the rib that the Lord God had taken from the man he made into a woman and brought her to the man. Then the man said, "This at last is bone of my bones and flesh of my flesh; this one shall be called Woman, for out of Man this one was taken." Therefore, a man leaves his father and his mother and clings to his wife, and they become one flesh.

Song of Solomon 8: 6-7

Set me as a seal upon your heart, as a seal upon your arm;
For love is strong as death, passion fierce as the grave.
Its flashes are flashes of fire, a raging flame.
Many waters cannot quench love, neither can floods drown it.
If one offered for love all the wealth of his house, it would be utterly scorned.

Proverbs 3: 3-6

Do not let loyalty and faithfulness forsake you; bind them around your neck, write them on the tablet of your heart.

Mark 10: 6-9

From the beginning of creation, "God made them male and female." "For this reason, a man shall leave his father and mother and be joined to his wife, and the two shall become one flesh." So, they are no longer two, but one flesh." Therefore, what God has joined together, let no one separate.

1 Corinthians 13: 1-13

If I speak in the tongues of mortals and of angels, but do not have love, I am a noisy gong or a clanging cymbal, and if I have prophetic powers, and understand all mysteries and all knowledge, and if I have all faith, so as to remove mountains, but do not have love, I am nothing. If I give away all my possessions, and if I hand over my body so that I may boast, but do not have love, I gain nothing.

Love is patient, love is kind; love is not envious or boastful or arrogant or rude. It does not insist on its own way; it is not irritable or resentful; it does not rejoice in wrongdoing but rejoices in the truth. It bears all things, believes in all things, hopes all things, endures all things. Love never ends. But as for prophecies, they will come to an end; as for tongues, they will cease; as for knowledge, it will come to an end. For we know only in part, and we prophesy only in part; but when the complete comes, the partial will come to an end. When I was a child, I spoke like a child, I thought like a child, I reasoned like a child; when I became an adult, I put an end to childish ways. For now, we see in a mirror, dimly; but then we will see face to face. Now I know only in part; then I will know fully, even as I have been fully known. And now faith, hope and love abide, these three; and the greatest of these is love.

LAKE MURRAY PRESBYTERIAN CHURCH WEDDING INFORMATION FORM

Brides Name:			
Address:			
Home #:	Cell #:	Work #:	
E-Mail Address:			
Grooms Name:			
Address:			
Home #:	Cell #:	Work #:	
E-Mail Address:			
Wedding Information			
Date:		Time:	
Officiating Pastor:		Dr. Ben Sloan	
Guest Pastor's Name:			
Address:			
Phone #:	E-Mail Address:		
Are you/groom a member of Lake Murray Presbyterian Church (if not please provide your church homes)		Yes	No
Bride's Church:			
Groom's Church:			
Organist:			
Vocalist(s):			
Instrumentalist(s):			
Number of Attendees in Wedding Party (excluding Bride/Groom)			
Bride's Side	Groom's Side	Flower Girl	Ring Bearer
		YES/NO	YES/NO
Will your reception be held at the church?			
If not – location:			
Do you wish to leave the wedding flowers for the Sunday Service?			
I have read the Lake Murray Presbyterian Church Wedding Policy and agree to adhere to the policy. I understand that it is my responsibility to provide a copy of the church wedding policy to the florist, photographer, and videographer and will assure that they adhere to them.			
Bride's Signature			Date