

# A Guide to Your Wedding



at

**First Presbyterian Church**

# Your Celebration

The Celebration of a wedding is a joyous and holy occasion for a couple, their families and friends. The Wedding service is a witness to the Christian conviction that marriage was instituted and blessed by God.

First Presbyterian Church wants the preparation time for your wedding to be a period of growth in your understanding of Christian marriage.

The wedding policy and traditions of First Presbyterian Church have been developed over the years to ensure the beauty and dignity of the wedding ceremony.

In order to help you plan your wedding with an understanding of these policies and traditions, the following information is provided.



# Scheduling Your Wedding

To schedule a wedding at First Presbyterian church, you will need to follow the procedures listed below.

**Call the Church Office** - and check to see if the date you would like is available on the church calendar, 208-345-3441.

**Request a Date** - If the requested date is available, the date can be *penciled in* on the church calendar. However, the date is not considered **confirmed** until we receive a completed wedding information form and \$250 deposit. The money is applied to the wedding fees. (See **Fees** on page 8.)

**Pastors Notified** - The pastors and wedding coordinator will be notified of the **requested date**.

**Schedule an Appointment** - If it is your wish to have an outside pastor perform your wedding service, permission must be granted in advance by the First Presbyterian Church pastor. If you wish to have a First Presbyterian Church pastor perform your wedding service, the next step is to meet with the pastor who will be performing the service.

**Professional Services Fee** - Once the fee has been received and the wedding date is confirmed on the church calendar, our **wedding coordinator** will contact you. The wedding coordinator will advise you on wedding policies, assist the officiating pastor at the rehearsal, and will be present at the church prior to the wedding service. She will serve as a resource and guide to the wedding party.

# Our Policies

**Sanctuary and Chapel** - Our Sanctuary and Chapel are available to any couples planning their wedding. The Sanctuary can hold up to approx. 400 people. The Chapel can hold approx. 40 people.

**Components of the Wedding Service** - In addition to the music, all parts of the wedding service are worshipful. The officiating pastor will discuss the components of the wedding service with you.

**Meet with Pastor** - If the pastor performing the service is from First Presbyterian Church, the bride and groom are asked to meet at least twice with the pastor prior to the wedding.

**Wedding Coordinator** - The wedding coordinator's services are required by church policy, because of their knowledge of First Presbyterian Church, its policies and working relationship with the staff. Their presence is intended to ensure that your wedding proceeds as smoothly as possible. Our wedding coordinator is our representative. All details require the Wedding coordinator's approval in advance of the wedding and are considered final. Any changes to the wedding service made after the rehearsal require approval by the Wedding Coordinator.



**Weddings may be  
scheduled between  
11 a.m. and 7 p.m.**

# Our Policies

**Music** - All music must be in keeping with the dignity and sacredness of the occasion, and must be mutually agreed upon by the wedding couple and the Director of Worship Arts. The use of any instruments, other than piano and organ, must be approved in advance by the officiating pastor and the Minister of Music

Soloists must contact the Director of Worship Arts at least two weeks prior to the service in order to make necessary arrangements for rehearsals. Any musicians desiring to use the Sanctuary or Chapel for rehearsal purposes must schedule time to use the spaces through the Director of Worship Arts.

**It is our policy that the church organist play at all weddings held at First Presbyterian Church. Use of a guest organist is permitted only with the approval of, and under the supervision of, our Minister of Music.**

**Decorations** - It is required to consult the wedding coordinator about all decorations. No nails, tacks, or screws are to be inserted into any part of the building's woodwork. No carpentry work, artificial platforms or other structures are allowed within the building. It is the responsibility of the wedding couple to notify their florist of these requirements. Flowers, ribbons and drip-less candles must be cared for by the family, usually through arrangements with the florist. No Live flowers, petals or rice can be distributed in, or outside on church grounds.

# Our Policies

**Photographer** - No flash pictures may be taken during the service by either a professional photographer or attendants of the wedding. The professional photographer may have time before and after the service for posed pictures. During the service, the photographer must be stationed **ONLY** in the balcony. Any exceptions to these standards must be approved by the wedding coordinator at least two weeks prior to the service.

**Video Taping** - This service must be provided by the wedding party, and the equipment must be positioned in the balcony. Only video equipment *without an operator* may be used at the front of the sanctuary. Consult the wedding coordinator for more details regarding this policy.

**Dressing Room** - Dressing rooms are provided for the wedding party. It is suggested that the bride and her attendants arrive at the church about two hours before the service to dress and have photographs taken. The groom and his attendants are expected to arrive at least one hour before the service. Snacks and non-alcoholic beverages are permitted.

**The Wedding Rehearsal** - A rehearsal is required for all but the most simple weddings, and is usually held the evening before the service. All members of the wedding party are expected to attend and to be punctual. The rehearsal usually lasts about one hour.

**Marriage License** - The marriage license must be brought to the wedding rehearsal. (*See "Contacts" for information on where to go for marriage licenses.*)

# Scripture Readings

This page contains possible scripture readings and congregational hymns for your wedding at First Presbyterian Church. An Order of Worship can be found on page 10.

## **From the Old Testament**

Genesis 1:26-31	Psalm 95:1-7
Genesis 2:18-24	Psalm 100
Song of Solomon 8:6-7	Psalm 117
Proverbs 3:3-6	Psalm 121
Isaiah 54:5-8	Psalm 128
Jeremiah 31:31-34	Psalm 136:1-9, 26
Psalm 8	Ecclesiastes 4:9-12
Psalm 67	

## **From the New Testament**

Matthew 5:1-10	John 15:1-17
Matthew 5:13-16	Romans 12:1-2, 9-8
Matthew 22:25-40	I Corinthians 13:1-13
Mark 10:6-9	Ephesians 5:21-33

## **Congregational Hymns**

For the Beauty of the Earth  
God of our Life  
Joyful, Joyful we Adore Thee  
Love Divine, All Loves Excelling  
Now Thank We All Our God  
Praise, My Soul, the King of Heaven  
Praise Ye the Lord, the Almighty

# Contact List

To contact the Pastor who will officiate your wedding, please call the church office at 208-345-3441.

## **Wedding Coordinator**

Cindy Clegg, Office Contact            208-345-3441

## **Church Office**

208-345-3441



## **Marriage License**

The marriage license is issued from the State of Idaho. You will need to contact one of the State courthouses to obtain information about applying for a license. Answers to questions regarding this subject can be obtained by calling the Ada County Courthouse, 208-287-6840.



# Fees

The costs of a wedding at First Presbyterian Church vary according to whether the participants are active church members or non-members, and the spaces used. Please contact our wedding coordinator for prices.

**Sanctuary** (up to 400 people)

**Chapel Wedding** (*up to 40 people*)

All weddings require a \$250 deposit to secure a date on the church calendar. This money is put towards the remaining amount due.

Weddings are required to be paid in full prior to the wedding rehearsal.

## **Receptions at First Presbyterian Church**

The Lindsay Hall Fellowship Hall can accommodate 125 guests is available for receptions for an additional charge. Adjacent to the fellowship hall is a kitchen which can be used as a prep/staging area for catered food during receptions. Contact the wedding coordinator for prices and additional information regarding the use of these spaces.

# Facility Details

**Location** - First Presbyterian Church is conveniently located in downtown Boise, minutes from the freeway and walking distance from downtown restaurants, hotels and shopping.

**Sanctuary** - A large space with seating for up to 400 guests, complete with pipe organ and complete sound system. Features include: a 73-foot center aisle leading to a raised chancel area, a 50-foot arched ceiling, abundant stained glass, solid oak pews.

**Chapel** - An intimate space for weddings of up to 40 guests. The chapel houses its own piano.

**Lindsay Hall** - A reception hall that seats up to 125 people. There is also a complete kitchen with gas ovens and an industrial dishwashing system. Lindsay Hall and kitchen was entirely renovated and updated in 2011. Alcohol is prohibited inside the facility and on church grounds.

**Parking** - The church can accommodate limited parking on frontage streets and in its parking lot, located behind the church. Limousine parking is easily accommodated at the front entry. Arrangements can be made by the wedding party for overflow parking in an adjacent lot for weekend weddings (Republic Parking, 208-338-1074).

# Order of Worship

(Listed is a standard wedding Order of Worship)

Musical Prelude

Lighting of Family Candles (optional)

Special Music

Processional

Opening Words

God's Gift of Marriage Statement

Declarations of Intent

Scripture Reading

Meditation

Vows

Exchange of Rings

Lighting of unity Candle (optional)

Wedding Prayer and Lord's Prayer

Declaration of Marriage

Benediction

Recessional

## Love

If I speak in the tongues of men and of angels, but have not love, I am only a resounding gong or a clanging cymbal. If I have the gift of prophecy and can fathom all mysteries and all knowledge, and if I have a faith that can move mountains, but have no love, I am nothing. If I give all I possess to the poor and surrender my body to the flames, but have not love, I gain nothing.

Love is patient, love is kind. It does not envy, it does not boast, it is not proud. It is not rude, it is not self-seeking, it is not easily angered, it keeps no record of wrongs. Love does not delight in evil but rejoices with the truth. It always protects, always trusts, always hopes, always perseveres.

Love never fails. But where there are prophecies they will cease; where there are tongues, they will be stilled; where there is knowledge, it will pass away. For we know in part and we prophesy in part, but when perfection comes, the imperfect disappears. When I was a child, I talked like a child, I thought like a child, I reasoned like a child. When I became a man, I put childish ways behind me. Now we see but a poor reflection as in a mirror; then we shall see face to face. Now I know in part; then I shall know fully, even as I am fully known.

**I Corinthians 13**