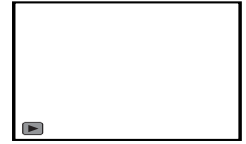
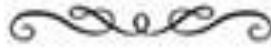


St. Johannes Lutheran Church

Wedding Policy



Thank you for considering our church home, **St. Johannes Lutheran Church**, as the place in which to have your wedding! We are delighted and honored that you have chosen to pause and take a longer look at all the many wonderful things our church, our facilities, and our location have to offer as you make this very important decision.



This beautiful and historic place of worship has long been a favorite among Charlestonians, as well as couples from all over the country. If you are not a member of our church, we warmly invite you to join us in one or more of our lovely worship services. This will allow you to experience the beauty of the sanctuary, our exquisite stained glass windows, and last but not least, the rich and full sound of our newly- upgraded Austin pipe organ, which was first installed in 1949 and is still in immaculate condition!

We offer this Wedding Policy as a guideline to assist you in making decisions and to familiarize you with the wedding procedures for this church. We consider the Christian wedding to be an act of worship, and all weddings conducted here at St. Johannes are done so in this manner.

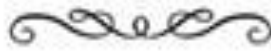
This wedding policy should answer most of your questions. But, should you have any further questions, please don't hesitate to contact the church office at 843-722-8906 or email us at stjohanneschurch@aol.com.

Officiating Minister:

When the use of this church has been requested for a wedding ceremony, it is expected that the Pastor of St. Johannes will perform the ceremony. In the event that the couple would like for another minister to participate in the service, approval must be given by the Pastor and/or Council of St. Johannes. If the pastor of St. Johannes is unavailable, the Wedding Guild will contact another presiding minister to officiate at the ceremony.

Organist:

It is expected that the Organist of St. Johannes Lutheran Church will play for all weddings conducted in this church. In the event that he is unable to play, he will recommend another local organist who is familiar with the organ at St. Johannes. The Organist's fee includes one consultation with the bride and groom, one rehearsal, and one wedding ceremony. There will be an additional fee for any other rehearsal sessions with a soloist and/or bride and groom.

**Music:**

As a Christian congregation St. Johannes Lutheran Church considers a wedding to be a service of worship. Consistent with that understanding, the selection of appropriate sacred music shall be made under the guidance and direction of our organist/music director, George Hiatt. The organist can suggest a number of excellent compositions which are appropriate for the ceremony. The Pastor or Organist can also suggest appropriate places where hymns may be sung or where vocal music may be heard. Should instrumental soloists (brass, woodwind or string instruments) or vocalists be desired the organist will be available to make excellent recommendations. Fees for vocal or instrumental soloists are negotiated with, and payable directly to the individual(s) engaged. Please be advised that the use of pre-recorded music of any kind, including accompanying tracks, is not acceptable.

Marriage License:

No marriage may be solemnized without a Marriage License obtained from one of the County Clerk's offices in the State of South Carolina. Please contact one of these offices regarding fees and requirements. The marriage license (3 copies) must be presented to and approved by the officiating clergy or Pastor of St. Johannes prior to or at the rehearsal. One signed copy is provided to the couple after the ceremony. Copies for the probate judge are sent by the officiant after recording in the parish register. In cases where a civil marriage has already taken place, a copy of the marriage license must be provided to the church office.

Flowers:

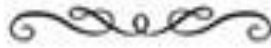
Flowers are purchased for the altar each Sunday of the year by members of the congregation and are provided through arrangements with a local florist. For this reason, preferences regarding altar flowers must be coordinated with the church office at least several weeks prior to the wedding. The bride and groom may choose either to use the flowers that are already available or may make their own arrangements for altar flowers. The Wedding Guild will be happy to recommend a florist experienced in floral design for this particular sanctuary. In the event that the bride and groom decide to provide their own altar flowers, a set of liners designed to fit the brass altar vases must be purchased from the church office at a cost of \$10.00. Altar flowers may not be used without these liners. If desired, the wedding flowers may be donated to the church for use in the front windows during the next service. A flower arrangement for the baptismal fount may be used in the form of a wreath for the top or a bouquet to be placed inside the fount.

Rehearsal:

The rehearsal must begin promptly at the time stated in the application and cannot exceed one hour. It is the responsibility of the bride and groom to make sure that all members of the wedding party are present and prompt.

Aisle Runner/Flower Petals:

Because of the risk of tripping in high heels and long gowns, the church does not allow use of an aisle runner. For safety reasons, flower girls will not be allowed to distribute flower petals down the aisle.

**Candles:**

Liquid wax candles with hurricane globes for use in the windows are available upon request. The use of additional candles other than those routinely used in worship services must be approved by the Pastor.

Photography:

In order to preserve the holiness of the ceremony, we ask all attendees to kindly refrain from all flash photography once the bridal procession has ended and while the ceremony is in progress. The photographer may take pictures unobtrusively from the back of the church or from the organ gallery (balcony) without using a flash. Videotaping is allowed only from the gallery (balcony), and is operated so that it does not disturb the ceremony. To that end, we ask that all video cameras, equipment, etc. be stationary for the entire ceremony. Flash photography may commence once the final blessing is pronounced.

Wedding Coordinator:

A representative of the church's Wedding Guild will be in contact with the bride and groom once the application and fees are submitted to the Church Office. Wedding Guild members will be present during the rehearsal and the wedding. If you have your own wedding coordinator, he or she is welcome to be present. Wedding Guild member(s) will coordinate the rehearsal so your wedding will come off flawlessly!

Showering:

The showering of the bride and groom with anything – including bird seed, rice, flower petals, etc. is prohibited for the safety of the wedding party and guests on church property. If showering is to be done, it must be done at a location away from the church.

Reception:

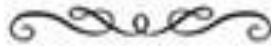
The parish hall and kitchen are available to be used for a wedding reception for an additional fee (please see fee schedule).

Custodial Services:

Custodial services include opening and closing of the church, as well as ensuring that the church is cleaned up in preparation for and following the ceremony. It is expected that members of the wedding party leave the church facilities in the condition in which they were found.

Church Office Hours:

The church office hours may vary depending on activities at the church; therefore, it will be necessary for anyone needing to get into the church facilities – e.g., florist, caterer, decorator, etc. – to make prior arrangements with the Wedding Guild or Church Office.



Seating Capacities:

The sanctuary of St. Johannes will seat approximately 132 persons downstairs (22 pews @ 6 per pew) and approximately 60 persons upstairs (10 pews @ 6 per pew). The Taize' chapel will seat 45 – 50 persons.

Miscellaneous:

Members of the wedding party may find it more convenient to dress prior to arriving at the church. Guild members will tour the facilities of the church with the wedding party prior to the rehearsal. It is expected that all personnel connected with the wedding respect the church property and do everything possible to prevent damage. The church office should be notified immediately of any damage which may accidentally occur. Cell phones and/or pagers must be turned OFF prior to entering the sanctuary. ***Should any member of the wedding party, including the bride and groom, arrive having consumed alcohol, both the rehearsal and the ceremony will be cancelled.***

Application:

We need to have the application form returned to the church office, accompanied by the appropriate fees, in order for the wedding date to be reserved on the church calendar. We request that you submit any necessary changes to the information previously provided on the application to the Church Office or Wedding Guild as soon as possible.

Fee Schedule:

A non-refundable deposit of \$250 is required to secure a wedding on the church calendar. All applicable fees are due and payable three (3) months prior to the date of your wedding. The deposit will be applied as a credit to the balance of your final payment.

NOTE: With the exception of a natural disaster, wedding fees are non-refundable, as the church has been reserved exclusively for you. Any other requests for refunds would require approval by Church Council on a case by case basis.

Members of St. Johannes

*Members are defined as those confirmed members of St. Johannes who have communed and made a contribution for a minimum of one full year prior to application.

Wedding Fee	\$ 500.00
Parish Hall and Kitchen\$ 150.00
Pastor.....	\$ 250.00
Organist/Music Director.....	\$ 250.00
Custodial Fee (If Gatch Hall used)....	\$ 100.00

Non-Members of St. Johannes

Wedding Fee	\$ 2000.00
Parish Hall and Kitchen	\$ 750.00
Pastor.....	\$ 350.00
Organist/Music Director.....	\$ 350.00
Custodial Fee (If Gatch Hall used)...	\$ 100.00

**Private Weddings in the Taize' Chapel or Garden
(no rehearsal/no organist/no music director)**

Wedding Fee	\$ 500.00
Pastor.....	\$ 250.00

NOTE: Fees for the pastor and organist are payable directly to the individual.