

Wedding Checklist

12 MONTHS



- Choose wedding date
- Draft guest list
- Create a wedding website
- Book venue + guest accommodations
- Throw an engagement party
- Book photographer
- Take engagement photos
- Order save the dates

10 MONTHS



- Send out save the dates
- Choose wedding theme
- Plan ceremony and reception decor
- Book caterer and wedding officiant
- Choose (and propose to) bridal party

8 MONTHS



- Order gown + any necessary alterations
- Cake tastings
- Meet with florist, hair stylist, makeup artist + wedding DJ
- Book Honeymoon
- Start gift registry

6 MONTHS



- Bridal party attire
- Shop wedding rings
- Order wedding invitations, RSVP cards, enclosure cards + personalized stamps
- Reserve tables, chairs, tents + other rentals

4 MONTHS



- Order thank you cards for bridal shower gifts
- Plan rehearsal dinner
- Finalize wedding menu
- Choose wedding favors
- Arrange for sound equipment
- Choose attire for groom + groomsmen

2 MONTHS



- Write vows
- Mail out wedding invitations
- Order reception details: place cards, wedding menus, personalized coasters, favor tags, labels + favor packaging

1 MONTH



- Marriage license
- Bridal shower
- Bachelor/bachelorette party

2 WEEKS



- Final fittings
- Contact guests who haven't RSVP'd
- Final headcount + seating chart
- Prep wedding welcome baskets for out of town guests

1 WEEK



- Finalize wedding day schedule and give to bridal party, wedding photographer, caterer, etc.
- Prepare place cards
- Confirm with all vendors

DAY BEFORE



- Mani/pedi for bride + bridesmaids
- Rehearsal ceremony with officiant + wedding party
- Rehearsal dinner
- Bridal party gifts

AFTER THE WEDDING



- Complete your name change (if applicable)
- Meet with photographer for final photos
- Order thank you cards and personalized stamps. Tip: Use Wedding Photos!
- Mail out Thank You cards

Weddings at Fir-Conway Lutheran Church

18101 Fir Island Road
Mt. Vernon, WA 98273
(360) 445-5396
www.firconwaylutheran.org



“For this reason, a man will leave his father and mother and unite with his wife, and the two shall become one.”

-Matthew 19:4



Fir-Conway Lutheran Church

Weddings \$1000 ~ Seating for up to 250 ~

The donation includes the services listed below:

- *Use of our 1888 Historic Church located in the beautiful Skagit Valley. We are just over the Skagit River and close to I-5.
- *Meet Pastor Sylvia to discuss your spiritual beliefs regarding marriage and her availability to perform your marriage
- *Our Wedding Coordinator will go over the wedding booklet/protocol and answer any of your questions. She assists the minister in carrying out the wishes of the bride and the church. She provides valuable insights, shows you and family around the facility and is there during the decorating and rehearsal. She can also direct the wedding procession.
- *You may also have time to decorate the night before.

Fellowship Hall \$400 ~ Seating for 60-80 guests~
Perfect for small weddings or rehearsal dinners

The donation includes the services listed below:

- *Use of the commercial kitchen, coffee pots, 8 large round tables with white cloths, banquet tables, chairs, silverware and dishes. An onsite Church Representative will be there the entire time.
- *NOTE Church Policy. No alcohol may be served. No smoking. You must hire kitchen help (minimum of 2 people) to serve guests, clear plates and wash dishes. These people need to be there until the end to check out with the Church Representative.



Scheduling a Wedding Ceremony

- Fir-Conway Lutheran Church is open to anyone who wishes to be married.
- Since Fir-Conway Lutheran Church is a Christian Church, our focus is on God in Christ being present in and part of the marriage and that the wedding ceremony will reflect this.
- The Pastor of Fir-Conway Lutheran Church will be the Officiant. If you wish to have another Pastor participate that needs to be discussed with our Pastor.

Step 1. Check that the date is available

- Keep in mind a large wedding normally requires a prep time of 4-6 months. Our church seats 230-250 max, including 80 in the balcony.
- Call (360)445-5396 or go into the office to check with Cassie, our secretary and confirm your date is available.
- Obtain the *Preliminary Wedding Information Sheet* to complete and bring to the Pastor.

Step 2. Meet with Pastor Sylvia to confirm her availability.

- Schedule a meeting through our secretary, Cassie.
- Bring the completed *Preliminary Wedding Information Sheet*
- Meet with the Pastor to discuss your spiritual beliefs regarding marriage and his availability to perform the marriage.

- You will meet with the Pastor approximately three times as you prepare for your marriage. The purpose of these meetings is to help you prepare for your wedding and even more importantly, your marriage.
- Marriage care is critical to successful life-long relationships. Together you will evaluate the strengths of your relationship and know where growth might be needed.

Step 3. Reserve the church

Now that you have the Pastor's approval, your wedding date must be confirmed through Cassie, the church secretary (360) 445-5396. After it is confirmed continue with the reservation.

- Complete the *Wedding Reservation Form*
- Mail or return the *Wedding Reservation Form* to the office with a \$500 deposit. Congratulations! Now your date is confirmed on the church calendar.
- The balance of \$500 is to be paid at least 2 weeks prior to your wedding date.
- Donation includes use of the Church, Pastors Honorarium, Wedding Coordinator and janitorial services.

Step 4. Contact the Wedding Coordinator

- Following the scheduling of a date set up a meeting with our Wedding Coordinator, Robin Thramer, (360) 333-8147. She will go over the wedding booklet/protocol and answer any of your questions.

- The Wedding Coordinator assists the minister in carrying out the wishes of the bride and the church. You will meet with her 2-3 times as you prepare for your wedding.
- She provides valuable insights, shows you and family around the facility and is there during the decorating and rehearsal.
- Wedding day she opens the church, receives flowers, helps with boutonnieres and corsages, welcomes family, runs the elevator etc. She will be there to help direct the wedding procession.

General Information for Weddings at Fir-Conway Lutheran Church

Wedding Coordinator

The Wedding Coordinator provides Christian hospitality and is essential for all weddings at Fir-Conway. She gives an overview of wedding protocol, guidelines for using the space, and information related to decorating the sanctuary. She can help with flowers and boutonnieres. The day of the wedding she serves as hostess at the church.

Music

The Pastor at Fir-Conway must approve all music choices. If you choose to use the pipe organ or piano, we can offer names of musicians you can hire. You may also choose your own musicians. We have standing and cordless microphones.

Guest Pastor

If you would like to include a guest Pastor, in addition. Please talk to the Pastor officiating. In most cases, guest Pastors are welcome to assist with weddings.

Pre-Marital Counseling

Pre-marriage counseling is essential in preparing for your wedding and marriage. Pastor will meet with couples approx. three times to help you learn more about marriage, what the joys and challenges might be in a life-long relationship and plan for the ongoing care of your marriage.

Photography

Although it is often desired that the bride and groom do not see each other prior to the wedding on the day of the marriage, it is much more convenient if pictures are taken in advance of the service. This allows you to greet your guests and celebrate your marriage immediately following the wedding. Finish pictures 1 hour prior to the ceremony.

Sanctuary

Fir-Conway Lutheran Church seats approximately 230-250 people including the balcony and choir loft. 7 adults fit comfortably in a pew.

Liturgical Colors

We have a variety of liturgical seasons in a church year and different colors represent each season. Linens and banners in the sanctuary reflect the color of the season of the church year and cannot be changed.

Holy Communion

Holy Communion may be an option. Talk to the officiating Pastor if you would like to include Holy Communion as part of the wedding worship.

