



104 SOUTH BROAD STREET • ELKHORN, WISCONSIN 53121  
262.723.2901 • [WWW.STJOHNSELKHORN.COM](http://WWW.STJOHNSELKHORN.COM)

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Dear Engaged Couple,

Our church family welcomes you and prays God's blessing on your upcoming marriage! We look forward to the possibility of being part of this exciting process with you. This packet is intended to give you all the information necessary to make this occasion a meaningful one and assure that the wedding and surrounding tasks run smoothly.

Please note that the pastoral staff reserves the right to determine premarital requirements or refuse to perform the ceremony at any time, for any reason.

A man and woman desiring to be married at St. John's or by one of our pastors must meet the following requirements:

- Contact the church office (info. below) with your initial request, including preference on which minister will officiate your wedding, location, and date
- Fill out all necessary forms (see attached) and submit to church office
- Meet initially with the officiating minister (contact church office to schedule)
- Obtain a valid marriage license (from [Walworth County](#) if performed at the church)
- Present evidence before the wedding date of having completed the *Marriage Saver* premarital counseling program (see details attached) and any additional requirements set forth by the officiating minister during initial meeting

If you have any questions, don't hesitate to contact the minister officiating your wedding or the church office.

In Christ,  
St. John's Marriage Ministry  
[262.723.2901](tel:262.723.2901) - [office@stjohnselkhorn.com](mailto:office@stjohnselkhorn.com)

## **Marriage Saver Premarital Requirements**

Below are links to the premarital inventories we require as part of our *Marriage Saver* premarital counseling program at St. John's. Additional requirements will be presented by the officiating minister.

Please complete each step below before scheduling your first premarital counseling appointment.

- 1. Regular Worship.** We believe that it is essential that you have the support of a Christ-centered family of faith as you go through the premarital process, as well as throughout your life together as husband and wife.
- 2. Take the FOCCUS Premarital Inventory.** You should receive an e-mail directly from FOCCUS to complete this inventory online. If you don't receive it, contact your pastor or counselor.
- 3. Watch 5 Love Language Teaching:** <https://youtu.be/PTMoQZdnr34>
- 4. Take the 5 Love Language inventory using one of the following tools:**

[iPhone App](#)

[Android App](#)

[Website](#)

- 5. Choose a Christian Counselor** to schedule premarital counseling, which typically include 3-5 sessions. Your officiating minister can make suggestions on counselors in the area, and additional fees will apply.

## **Wedding Fees at St. John's**

**Church Fee:** \$250 + 250 Security Deposit (refundable)

*Church fee includes use of the building for ceremony and rehearsal, extra custodial services before and after ceremony and the cost of FOCCUS Premarital Inventory.*

*Deposit will be returned within 30 days of the wedding date, and can be issued as a separate check to be held (not cashed) unless needed.*

### **Additional Fees:**

*These services will be offered unless other plans are agreed upon with the officiating minister. Please plan to compensate these individuals separately.*

#### **Required**

\$150 - Minister (*suggested amount*)

\$ 75 – Wedding Coordinator (*suggested minimum, determined based on responsibilities*)

Varies - Premarital Counselor

#### **Optional**

\$ 50 - Computer/Sound Technician (*suggested minimum, determined based on responsibilities*)

Varies - Musicians

*Recorded piano music is available for the ceremony free of charge.*

## **Fellowship Hall / Reception Facilities**

The church fellowship hall is available for receptions by request for an additional fee.

No alcoholic beverages are permitted on church grounds under any circumstances.

## **Contact List**

Below is a list of available individuals available for various services, please contact and make arrangements directly.

### **Wedding Coordinator**

Trisha Blum – 262-215-3733 – [tblumo802@gmail.com](mailto:tblumo802@gmail.com)

### **Computer / Sound Technicians**

Pammi Searles – 262-325-7748 – [chickbug11@gmail.com](mailto:chickbug11@gmail.com)

### **Musicians**

Tom Hilker – Piano – 262-325-0762 – [tlhilker@gmail.com](mailto:tlhilker@gmail.com)

Aaron Zorn – Guitar – 262-745-9823 – [zornology@gmail.com](mailto:zornology@gmail.com)

Cindy Martin – Piano / Organ – 262-723-5692 – [martincindy49@gmail.com](mailto:martincindy49@gmail.com)

*Other musicians may be available, please discuss with your officiating minister.*

### **Decorations and Reception Support**

Sue Schinke – 262-723-5218 – [sue@lylestv.com](mailto:sue@lylestv.com)

# Wedding Application

Complete this in its entirety, keep a copy, and return the original to the church office.

**I. Bride** (full name) \_\_\_\_\_

Address \_\_\_\_\_

Phone(s) \_\_\_\_\_ Email \_\_\_\_\_

Church Affiliation \_\_\_\_\_

\_\_\_\_\_

**Groom** (full name) \_\_\_\_\_

Address \_\_\_\_\_

Phone(s) \_\_\_\_\_ Email \_\_\_\_\_

Church Affiliation \_\_\_\_\_

\_\_\_\_\_

If not members of St. John's, please give reason(s) for requesting a wedding here

\_\_\_\_\_

\_\_\_\_\_

Couple's Address after Wedding \_\_\_\_\_

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**II. Date of Wedding** \_\_\_\_\_ **Time** \_\_\_\_\_ **Rehearsal Date** \_\_\_\_\_ **Time** \_\_\_\_\_

**III. Wedding Party:**

Maid/Matron of Honor \_\_\_\_\_

Best Man \_\_\_\_\_

There will be \_\_\_\_\_ (#) bride's attendants (not including Maid/Matron of Honor)

There will be \_\_\_\_\_ (#) groom's attendants (not including Best Man)

There will be \_\_\_\_\_ (#) ushers

**IV. Parents, Honored Guests, and Others:**

(List below the names of parents, grandparents, or any other person who may have a role of honor in your wedding.)

Name:

Role/Relationship:

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**V. Details Check-off** (to be initialed by bride and groom upon completion)

	Bride	Groom
1. I have read and agree to abide by the church wedding policies.	_____	_____
2. I have paid the deposit(s) and fee(s)	_____	_____
3. I have met with the officiating minister and (s)he has agreed to officiate in our wedding	_____	_____
4. I have completed the premarital inventories	_____	_____
5. I have met with a premarital counselor approved by my officiating minister	_____	_____
6. I have arranged for a wedding musician and/or informed the officiating pastor of my music preferences	_____	_____
7. I have arranged for a wedding coordinator	_____	_____
8. I have arranged for a computer/sound technician	_____	_____
9. Our florist is _____ Delivery and/or decoration time is: _____		
10. Our photographer/videographer is _____		

**Bride's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Groom's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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Office Date Received: \_\_\_\_\_ By: \_\_\_\_\_