

Marriage License Procedure for the State of Idaho

The bride and groom are responsible to secure their Marriage License independently, without church staff involvement. No marriage may be performed without a marriage license. The original Marriage License must be handed to the pastor absolutely no later than the wedding rehearsal. It is preferred that the original marriage license be taken to the Office Manager of First Presbyterian Church at least two (2) business days prior to the wedding so it can be completed in advance. Please include in writing the names of the two witnesses to the marriage — typically the best man and maid/matron of honor — with spelling of their names verified.

To obtain a marriage license, both parties must appear together in person at the Twin Falls County Clerk's Office (2nd Floor of the County West Annex, 630 Addison Ave W, Twin Falls, ID 83301) with current picture identification and Social Security Card. If you do not have your Social Security Card, a copy of your W-2, tax return, pay stub, or medical card with the Social Security number on it will be accepted. If you do not have a Social Security number, you must go to the Social Security Office and obtain a letter stating why you do not have one.

No appointment is necessary and blood tests are not required. However, Idaho Code §32-412A requires both parties to read and sign a premarital AIDS educational pamphlet.

Fees: \$30.00 is the cost of a marriage license (with identification). \$28.00 is the marriage license fee and \$2.00 is for a certified copy which will be needed for a name change. Cash, check, credit and debit cards are accepted.

Applicants 16 through 17 years of age must also present the following:

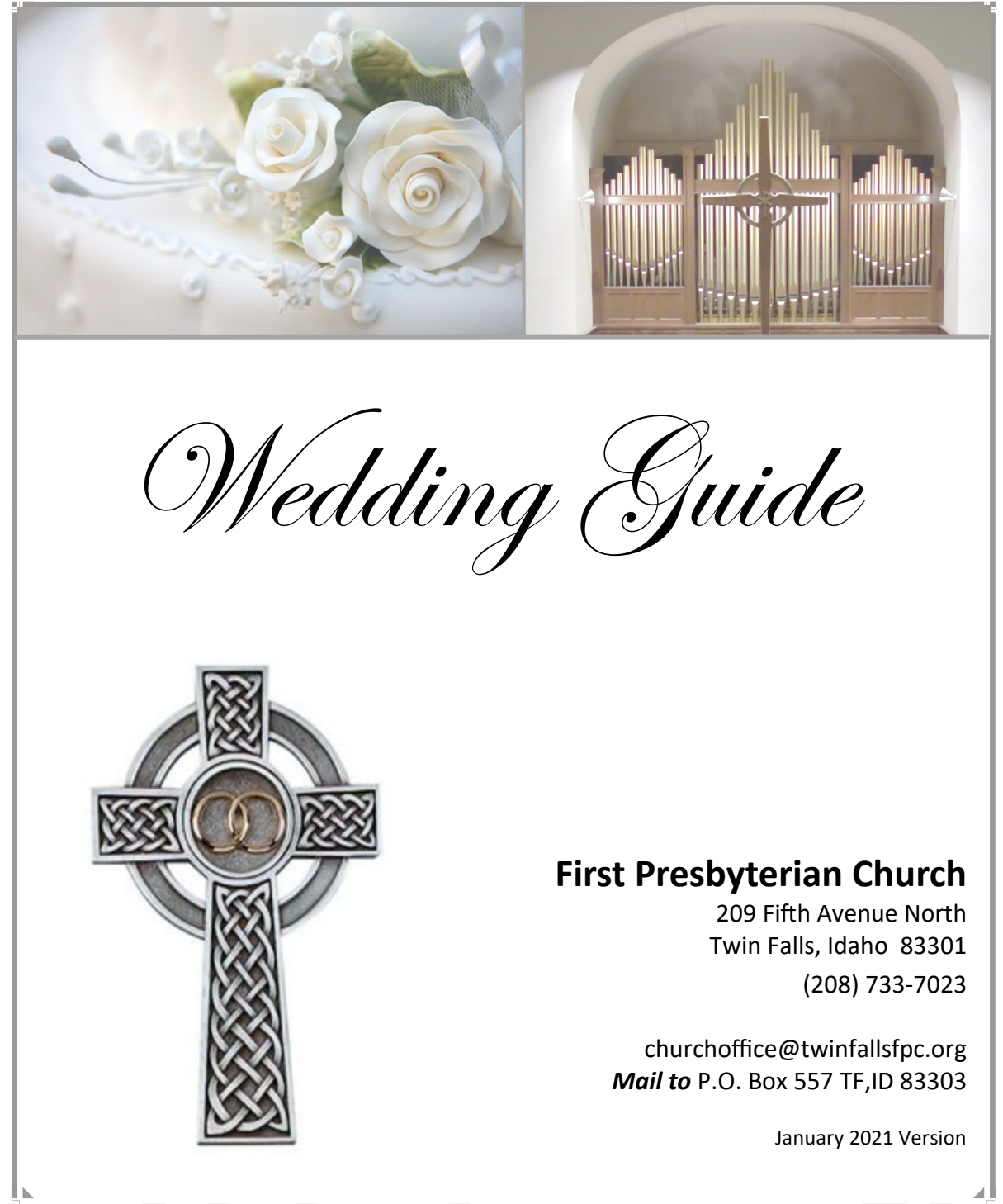
- Original birth certificate or certified copy
- Current Driver's License, Passport or State issued identification card
- Parental consent from either parent or legal guardian

Applicants 16 through 17 years old must be accompanied by a parent or legal guardian or provide Affidavit of Consent to Marriage of Minor.

There is no expiration date on your Marriage License once you have purchased it; as such, there is no deadline for your wedding ceremony to occur once the Marriage License is obtained.

The Marriage License must be recorded in the county in which is it obtained.

May God Bless You on Your Journey....



Wedding Guide

First Presbyterian Church
209 Fifth Avenue North
Twin Falls, Idaho 83301
(208) 733-7023

churchoffice@twinfallsfpc.org
Mail to P.O. Box 557 TF, ID 83303

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A Guide to Planning your Wedding at First Presbyterian Church of Twin Falls

*Congratulations on your engagement
and upcoming wedding!*

We are pleased that you wish to celebrate your special day
At First Presbyterian Church of Twin Falls.

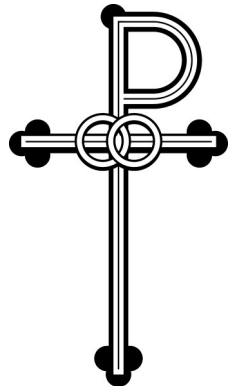
A Christian marriage and family is a gift of God.

We believe that a wedding is a Christian ceremony and celebration of your love and commitment to each other and to God. Your decision to have a church wedding rather than a civil service presupposes your faith commitment and implies that you desire to create a Christian family, blessed by God and active in Christ's Church.

Your wedding is a worship experience, involving family, and friends who want to participate in your joy. Please use this guide as you plan your wedding with us at First Presbyterian Church of Twin Falls.

Standard Order of a Christian Marriage Ceremony in the Presbyterian Church (USA)

- Prelude
- Seating of the Parents/Families
- (Music—*optional*)
- (Lighting of the Candles—*optional*)
- Processional
- Opening Sentences of Scripture
- Statement on the Gift of Marriage
- Wedding Invocation
- Declarations of Intent
- Affirmation of Families and Gathered Congregation
- (Music—*optional*)
- Scripture Lessons and Brief Meditation
- Wedding Vows
- Exchange of Rings
- Pastoral Prayer and the Lord's Prayer
- (Music—*optional*)
- Announcement of Marriage
- Charge and Benediction
- Recessional
- Postlude



Visiting Wedding Officer from FPC

Ordinarily, the pastor of First Presbyterian Church will officiate at any wedding held at the church. When exceptions are made, an officer of the church will be invited to attend the wedding. The invitation should be addressed to: The Clerk of Session, First Presbyterian Church of Twin Falls, 209 5th Avenue North, Twin Falls, ID 83301.

What Are the Costs?

- Building Use Fee:**
- 1. **The cost for the use of the building is \$500.** This is the fee whether or not there is a rehearsal the day before.
 - 2. **A damage deposit check of \$250** is also due at the time the church is reserved. The check will be returned if there is no damage as determined by the pastor of First Presbyterian or the attending officer of the church.

Note: There is no building use fee if the bride, the groom, or the parent(s) of either have been an active member of First Presbyterian Church of Twin Falls for at least six months.

Individual Service Fees:

- **The pastor’s professional fee is \$200.**
- **The organist’s professional fee is \$150.**
- **The custodian’s professional fee is \$100.**

Please note that all fees/honoraria are to be presented to the pastor of First Presbyterian Church of Twin Falls at least two (2) weeks prior to the marriage service.

OUR WEDDING POLICY

We are pleased to acquaint you with our Church Policies so that your wedding ceremony will be a meaningful worship service. First Presbyterian Church of Twin Falls is guided in the formulation of these wedding policies by the *Directory for Worship* of the Presbyterian Church (USA).

In the Presbyterian tradition, the wedding is more than a social contract. The wedding ceremony is performed as an act of worship and reflects a religious covenant. Certain understandings undergird and influence the way a wedding is conducted in the Presbyterian tradition and distinguishes the church wedding from a secular ceremony.

The Christian marriage ceremony is a service of worship before God. As such, reverence is expected on the part of all present. In the wedding ceremony, we gather in the presence of God:

- To give thanks for the gift of marriage,
- To witness the joining together of wife and husband,
- And to ask God’s blessing so that the newlyweds may be strengthened in their life together and nurtured in their love for God.

In marriage, husband and wife are called to a new way of life, created, ordered and blessed by God.

Our policies and suggestions are based on experience and are intended to make your wedding a special and joyful event. We also honor our obligation to watch over our historic church building.

Who Can Be Married at First Presbyterian Church of Twin Falls?

Arrangements for weddings at First Presbyterian Church, Twin Falls are made by contacting the pastor directly. It is assumed that one of the persons being married is a professing Christian. If the persons requesting to have their wedding at First Presbyterian Church are not members of First Presbyterian, the question will be raised as to why the couple is seeking to have their wedding here rather than where one of them regularly worships. In a Christian wedding service, vows will be made that require an ongoing relationship with God. Applicants should be prepared for a thoughtful discussion. The pastor will meet three times with the couple in advance of the wedding to discuss the service, their lives together in relationship to God, and allow for a time of considering what their married life will be like.

Who Can Perform the Marriage?

The pastor of First Presbyterian Church of Twin Falls is the officiating minister at all weddings held in the church unless other arrangements are made. Others may be invited to participate as leaders in the service at the discretion of the pastor. Should a couple desire that a visiting minister officiate at the ceremony, the visiting clergy must be approved by the Session (the church’s governing body of ruling elders) and invited to participate by the pastor of First Presbyterian Church of Twin Falls.

It is expected of all couples being married in First Presbyterian Church of Twin Falls that they counsel with the minister in preparation for marriage. If a minister outside of First Presbyterian is to do the service, the couple will be expected to counsel with that minister. It is the responsibility of the couple to schedule these sessions.

Scheduling Your Wedding Date

When a couple wishes to be married at First Presbyterian Church, Twin Falls, a reservation must be made as early as possible — ideally no less than three months in advance. The requested date must be available on the church facilities calendar as well as the pastor’s calendar. Dates for weddings and rehearsals can only be confirmed the pastor of First Presbyterian Church of Twin Falls.

- Weddings are not permitted:
- On the Saturday before Palm Sunday
 - On the Saturday before Easter
 - On Christmas Eve or Christmas Day

Seating

The sanctuary has total seating for 220 people. If you anticipate your wedding attendance will exceed that number, please do not attempt to plan your wedding at First Presbyterian Church of Twin Falls

In addition to the sanctuary, the church also has a small chapel available for intimate indoor weddings. The chapel can accommodate up to 50 guests.

Photographer & Videographer

Pictures are usually a central part of the background of a wedding, preserving memories for the future. Some advance thought will pay big dividends. Couples often find that posing for numerous formal pictures following the service consumes valuable time better spent with their guests at the reception. If pictures are taken prior to the service, sufficient time must be allowed to ensure the service starts on time. We encourage couples to discuss photo and video arrangements with their photographer well in advance to determine how much time will be needed. If formal pictures are to be taken following the wedding service, any that include the pastor should be taken first.

Flash photography should not be used during the ceremony — except at the beginning of the processional and during the recessional. Available light photos and video may be taken from stationary positions at the back of the sanctuary or in the balcony during the ceremony itself. At no time during the processional, the ceremony itself, or the recessional may a photographer or videographer occupy any position in the sanctuary forward of the front pew. It is the responsibility of the bride and groom to see that their photographer or videographer understands and abides by these requirements.

Appropriate Etiquette at Our Church

Rice, wheat, confetti, sparklers, silly string, etc. are not permitted inside or outside the church at any time before, during, or after the wedding. Bird seed may be used outside the building only. Once birdseed has been thrown, no one may re-enter the building.

In addition, please take note of the following:

- ◇ Alcoholic beverages are not permitted in the church building nor on First Presbyterian Church of Twin Falls grounds at any time before, during, or after the ceremony.
- ◇ Smoking and the use of all tobacco products is not permitted in the church building nor anywhere on church grounds.
- ◇ All facilities and grounds are to be left in their original order and condition.

Music

Music is always an important part of a wedding service. Music accompanying the ceremony should direct attention to God, who blesses marriage. Special care should be taken to assure that the music chosen is suitable and reverent. “Popular” music is rarely appropriate for a service of marriage, mostly because such music is not directed toward God but rather towards us. The wedding reception is a more suitable setting for contemporary, pop, country western, and other secular music selections that may be meaningful to the couple.

If you choose to hire the church organist to play for your wedding, that individual can meet with you to demonstrate the great variety of suitable wedding music—some of which you may not have had opportunity to encounter before. Together you can discover music that will be appropriate both for the service and for you as a couple, music that will add to the very special nature of your wedding.

A grand piano is also available in the sanctuary, if you prefer. Instruments other than the organ or piano may be used, provided the music is suitable for a service of worship.

In addition, the church does have a sound system available in the sanctuary for recorded music (either cassette tapes or CDs). The sound system shall be operated by an approved member of the congregation.

Flowers and Decorations

The Presbyterian Church (USA) *Directory for Worship* states that “Flowers and other decorations should reflect the integrity and simplicity of Christian life.” Floral and other decorations should not be so large as to obscure or change the basic character of the church’s architecture, including the pulpit, baptismal font, chancel table, chancel area or cross. Under no circumstances shall flowers or decorations be placed on the grand piano or the pipe organ console. The sanctuary is expected to look like what it is—a Christian church. Other than the use of a Unity Candle, no decorations shall be placed on the chancel table. The chancel table may be moved six to eight feet to the back of the chancel area if desired, to allow adequate room for the pastor and the bride and groom to stand on the chancel during the vows and the giving and receiving of rings.

The bride and groom shall be responsible for any damage done by their chosen florist and their equipment. Protective material must be placed under each candelabra or candle.

Flowers, decorations and candelabras should be removed from the church shortly after the wedding party leaves the building, but always on the same day as the wedding.

Donations of flowers to the church suitable for Sunday worship are gratefully received.

Formalizing the Wedding Date

Complete the Wedding Information Form as soon as possible after confirming the wedding date with the pastor, providing as much detail as you have. Submit the reservation fee of \$250 with your application to hold your desired date. Call the pastor to mutually schedule the three requisite planning/counseling appointments.

Custodial Fees

Beyond the fee for facilities rental, we require an additional fee of \$100 for services provided by our church custodian. The custodian comes in after everyone has left the wedding to ensure that the building is ready to welcome our regular Sunday morning worshipping congregation. The custodial fee must be presented as a separate check made payable directly to the custodian, presented no later than two (2) weeks in advance of the wedding date simultaneously with checks for the facilities rental fee, the pastor’s officiant fee, and the organist’s musician fee.

The Rehearsal

The officiating pastor alone is responsible to direct the rehearsal and marriage service. Wedding coordinator(s), bridal consultants, musicians, family members, and all other participants are under the pastor’s direction. The rehearsal is important because it sets the tone for the marriage service itself. Rehearsals may be scheduled for up to one hour, but usually take no longer than 30 minutes. Rehearsals are usually held the evening before the marriage service.

Prior to the rehearsal the bride and groom should determine the order in which their attendants will stand and which ushers will escort the mother of the bride, the mother of the groom, and any grandmothers. Photographers are welcome if they wish to attend the rehearsal. If there is to be a rehearsal dinner and you wish to have the pastor attend, an invitation should be extended by mail to the pastor well in advance of the wedding weekend.

Please take every effort to have everyone at the church at the scheduled rehearsal time. All members of the wedding party should be present at the rehearsal. Only the wedding party and parents should come to the rehearsal. Extra people complicate the rehearsal process. No rehearsal or wedding will be conducted when any member of the wedding party is under the influence of alcohol or drugs.

What to Bring to the Rehearsal

- The marriage license, if it has not already been dropped off at the church office.
- All fees and honoraria for facilities rental as well as the pastor, organist and custodian.
- A list of photographs to be taken after the wedding. Please place the pastor early on the list, if you wish him/her to appear in wedding photos.
- A sense of humor!