**WEDDINGS**

*These guidelines are designed to protect everyone who enters our building; consistent with Trinity’s faith commitment to neighbor-love, always preferencing the most vulnerable.*

*Communication of these requirements is the responsibility of the couple; as is responsibility for adherence while you or any of your group are in the building.*

Weddings as Trinity are considered a sacred act between two adults, God and the assembled witnesses.

Couples getting married at Trinity are required to participate in a marriage preparedness course or retreat. We prefer Zach Lee at [www.lovecommitsucceed.com](http://www.lovecommitsucceed.com) If you have someone else you would rather use, it must be pre-approved by the pastor who is officiating at your wedding.

The following guidelines are meant to protect the members of groups utilizing our space at Trinity Lutheran Church, as well as our members and staff. They are requirements for using our building.

**As always, if you or any member of your group feel ill or experience any symptoms of COVID, please do not enter the building.**

* **Documentation**: All weddings must maintain a participant and guest contact tracing form for 14 days post wedding. In the event that one of the participants or guests contracts COVID-19, it is imperative we are able to let those who have come in contact with that person know of their exposure. These records will be submitted to the wedding coordinator or pastor the day of the wedding.
* **Capacity: 50.** This includes the couple, the wedding party, family, guests, musicians, pastors, wedding coordinator(s)\* and sound/audio techs. Musicians are limited to two (e.g. keyboard and soloist) unless the musicians are a household group already living together. *(\*Some couples use a private coordinator in addition to our own.)*
* **Masks**: Masks covering the mouth and nose are required at all times while in our building. The bride and groom may remove their masks for the exchange of vows and giving of rings.
* **Temperature Checks** will be required upon entry to the building. These will be administered by Trinity’s Faith Community Nurse or another Trinity staff member designated by the pastor or parish administrator. No-touch thermometers will be used. Anyone running a temp will be asked to leave. (This includes the bride and groom, so perhaps consider a quarantine prior to the wedding.)
* **Traffic flow**: People will enter and exit the building at the 4th street doors. Enter through the doors on the right. After entering the building, follow the designated path to the sanctuary. As your group arrives and leaves, please maintain a 6-foot distance. Should one of your members need to use the elevator, only the person using the elevator and a family member or care giver will be allowed in the elevator at the same time.
* **Seating**: Seating will be sanitized and roped off by the Trinity staff. The ropes may not to be moved as they are spaced for the safety of all. Please inform the pastor or wedding coordinator on how many seats you will need at least three days before the wedding. (See note on maximum capacity.)

Family groups who live together may sit together in designated seats. Guests are asked to move directly to their seats and not congregate in the narthex (lobby), aisles or around the family. Arrangement of the wedding party will be assigned by the pastor and wedding coordinator. Depending on size and spacing of the wedding party, front rows may be off limits to guests to allow safe distancing.

* **Restrooms:** The restrooms near the 4th Street entry will be available to your group. Only one person is allowed in the restroom at a time.
* **Prohibited Activities**:
  + Congregational singing or verbal responses (See provision on soloists)
  + Dancing
  + Personal Contact outside family groups
* **Photos:** All pre-wedding photos must take place outside or at another location.

There will be no photography session in the church before the ceremony. After the ceremony is over and Trinity staff have left the sanctuary, the couple, wedding party and guests may take photographs. Those not in a photo must keep masks on. Safe distance must be observed. Additional guests may not be admitted into the building after the ceremony. All guests who are not going to be in the photos must leave the building immediately at the close of the ceremony as described above.

* **Additional considerations for weddings:** 
  + There will be no receiving line while in the church.
  + A soloist may sing special music as agreed upon by the couple and the pastor. This soloist will sing from behind an acrylic shield. Musicians are limited to two (e.g. keyboard and soloist) unless the musicians are a household group already living together.
  + Wedding not to exceed 30 minutes in order to reduce concentrated exposure to others.
  + At the conclusion of the wedding, guests will be dismissed row-by-row beginning at the back of the sanctuary by ushers, Trinity staff and/or wedding coordinator. All guests will directly exit the building up the right side of the 4th Street ramp.
  + We are not able to offer a bride/groom rooms for getting ready. The couple and wedding party must get ready elsewhere and arrive at the church just before the wedding. Time to be agreed upon with the pastor and the wedding coordinator.

**These guidelines are created by the Trinity Re-Entry Team and approved by the Trinity Congregational Council – September 21, 2020**