



# A Guide to Weddings



**St. Luke's**

United Methodist Church

*Above all, clothe yourselves with love, which binds everything together in perfect harmony.*

Colossians 3

## Welcome to Weddings at St. Luke's

We are pleased that you have given St. Luke's United Methodist Church the opportunity to share its ministries with you through the event of your wedding service. Our role in the wedding is to provide a loving and caring setting for the celebration of this holy covenant between you, as a couple, and Christ.

The congregation of St. Luke's congratulates you on your impending marriage and wishes you happiness in your new life together. We hope that your wedding will be a sacred and beautiful occasion, and that participation in St. Luke's Church will be a part of your new relationship together.

The ministers and staff wish to extend every possible assistance to you so that your wedding will be a truly memorable, spiritual and meaningful celebration.

## The Marriage Covenant

The Service of Christian Marriage is both a joyful and sacred ritual in which two persons vow before God their commitment to each other and their desire to be united by the Church in a new and lasting relationship with Christ as a partner.

## Receive God's Blessing

Ecclesiastes 4:9-12

Two are better than one, because they have a good reward for their toil.  
For if they fall, one will lift up the other;  
but woe to one who is alone and falls and does not have another to help.  
Again, if two lie together, they keep warm; but how can one keep warm alone?  
And though one might prevail against another, two will withstand one.  
A threefold cord is not quickly broken.

## SCHEDULING A WEDDING

### The Wedding Coordinator

The St. Luke's Wedding Coordinator Kenzie Hannah should be your first point of contact when considering St. Luke's for your wedding ceremony. It is her responsibility to coordinate all aspects of the wedding with the bride and groom. She is both a servant of Christ and the directive voice of the church for the wedding with responsibility and authority to guide the service. Mrs. Hannah may be reached at 713-402-5027 or [khannah@stlukemethodist.org](mailto:khannah@stlukemethodist.org).

### Scheduling the Date and Time

Weddings are scheduled on Saturdays at 11:00 a.m., 12:00 noon, 1:00 p.m., 3:00 p.m., 5:00 p.m., 6:00 p.m. and 7:00 p.m. Rehearsals are scheduled by the coordinator on Fridays at 4:30, 5:30 or 6:30. You may request that a date be held for a short time in order to check on other necessary details. A date is not considered to be confirmed until a reservation form is completed and the \$400 deposit is paid.

When you book your wedding you are actually booking 4 hours at St. Luke's. Your Friday rehearsal will last one hour. On your wedding day, Saturday, the church is available to you for 2 hours before the wedding start time and for a full hour for the service and photos afterward. 1½ hours are reserved before the wedding for preparations and pre-wedding photography. At 30 minutes before the service, photography must conclude, wedding party members are to return to the preparation rooms for last minute preparations and the ushers and house party are to be in their places in the Narthex to greet and escort guests. Additional time may be requested for use of the preparation rooms (the Parlor or Chapel Parlor or Hines Baker Room) and may be granted if the space is available.

No weddings are scheduled on the weekends of Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas, and New Year's. There may be other weekends set aside for church wide events as well.

### [RESERVATION FORM](#)

## ST. LUKE'S MEMBERSHIP

### Member Weddings

For the purposes of these guidelines, a wedding is considered to be a Member Wedding if the bride or groom or one of their parents, grandparents or siblings is an active member of St. Luke's.

### [PATH TO MEMBERSHIP](#)

If you are interested in learning more about what it means to be a member of St. Luke's please click the Path to Membership.

### Non-Member Weddings

Non-members may book a date/time which will be *held* when the reservation form and the \$400 deposit have been received. *The wedding date and time cannot be guaranteed until 6 months prior to the wedding.* From the time of the booking until 6 months prior to the wedding date, if a current St. Luke's member requests a date and time that conflicts with the non-member date and time then the non-member will be asked to select an alternative date and/or time. If no conflict occurs then the non-member wedding date and time will be guaranteed and the balance of the reservation fee is to be paid in full.

## WEDDING RESERVATION FEES

	Sanctuary - Capacity 1000	Chapel - Capacity 100
Members	\$1250.00	\$850.00
Non-members	\$2500.00	\$1700.00
Deposit	\$400.00	\$400.00

The \$400 deposit is due with the signed reservation form. The deposit is partial payment of the total reservation fee. The balance of the reservation fee must be paid in full no later than six weeks prior to the wedding.

The Reservation Fee is refundable when cancelled no later than 6 months in advance of the wedding date. Weddings cancelled fewer than 6 months prior to the wedding date may be subject to a \$250 cancellation fee.

The Reservation Fee *includes*:

- the services of the organist
- the services of the wedding coordinator and the Wedding Guild members
- the use of the building and parking lots, air-conditioning or heating costs, all custodial services, a uniformed security officer (2 hours on the day of the wedding), and sound and lighting personnel (sanctuary weddings)

The Reservation Fee *does not include*:

- the fee for the minister. An honorarium (of at least \$400) is appreciated. The exact amount is left to the discretion of the couple. It is appropriate to bring cash or a check made out to the minister to the rehearsal.

## OPTIONAL SERVICES

Soloists:

Should you desire the addition of a soloist, the organist will procure one for you. All music sung by the soloist *must* be approved by the organist and appropriate suggestions will be made for the wedding service. There are three opportunities for solos: #1. After the seating of the bride's mother. #2. During the move from the lower steps to the kneelers. #3. Near the end of the service, "The Lord's Prayer" may be sung or spoken. Vocal music will not be used for seating, processional or recessional portions of the wedding service. The soloist fee is \$200.00 and a check (or cash) may be brought to the rehearsal made out to the individual who will be singing. Note: All soloists, readers and additional musicians will be seated in the Chancel area, and should be dressed appropriately. If a robe is needed, St. Luke's will provide one.

Instrumentalists:

If instrumentalists are desired, the organist will procure whatever you request. Sometimes the addition of a trumpet, string quartet, etc. is requested, and *all musicians* will be secured by the organist. Instrumentalist's fees vary and the cost will be relayed to the appropriate party. Fees should be paid at the rehearsal.

## Traffic Officers

St. Luke's suggests the use of traffic officers for weddings when 200 (approximately 400 guests) or more cars are expected. The Wedding Coordinator will provide the names of the officers who regularly work St. Luke's events. Fees for the services of traffic officers are paid directly to the officers. The traffic officers primarily manage traffic flow for guests exiting onto Westheimer before and after the wedding. The traffic officers are separate from the security person provided by the church for weddings.

## PREPARATION FOR MARRIAGE

### Pre-marital Counseling

A wedding is a brief ceremony that leads to a lifetime of marriage. Your future happiness as husband and wife is important to us. Premarital counseling is intended to enrich your relationship and better equip you to deal with key relationship issues in healthy, positive ways. In counseling you will talk about the challenges that all couples face and learn to capitalize on your strengths and experiences. Common issues faced by every couple (finances, communication & conflict) are addressed along with personalized development in areas of growth specific to the couple.

### Meeting with the Minister

All couples are required to meet, at least once, with the officiating minister for a pre-marital conference to discuss both the wedding and marriage issues. The minister will advise the couple if they determine that additional meetings, prior to the wedding, are necessary.

### Meeting with a Professional Counselor

In addition to the time spent with the St. Luke's Minister engaged couples are encouraged to receive counseling from an independent professional. We are pleased to refer all couples to the Nick Finnegan Counseling Center at [finnegancounseling.org](http://finnegancounseling.org) or 713-402-5046, 2714 Joanel St. (one block west of the St. Luke's campus). Couples may select from variety of counseling opportunities led by professional marriage counselors including group workshops and private sessions.

### Acknowledgement of Completion

Couples living and working outside of Houston may choose to participate in a counseling program in their community. We request that a letter or certificate of completion from a licensed professional counselor acknowledging completion of a minimum of 3 hours marriage preparation counseling be forwarded to the St. Luke's wedding coordinator no later than 6 weeks prior to the wedding.

### Official Marriage License

Marriage licenses are to be obtained by the couple from the County Courthouse. Marriage licenses from any county in Texas are valid in Harris County or Houston. All licenses have time restrictions. A Harris County marriage license has a waiting period of (may not be used for) 72 hours and is valid for 90 days. You are to bring your valid marriage license to the rehearsal. Immediately following the wedding, you will receive a copy of your license that was signed by the officiating minister. You may hand carry the license to the County Clerk for the official registration or the church wedding coordinator will mail your license to the County Clerk on the Monday morning following your wedding. You should receive your certified copy from the County Clerk's office in 13-15 weeks. If you do not, please contact the County Clerk's office at 713-755-6436 and use the copy as reference.

## THE WEDDING OFFICIANT

### The Officiating Minister

One of the St. Luke's staff clergy will be the officiating minister at all weddings at St. Luke's. Couples are encouraged to request the minister they prefer to work with in their pastoral counseling and every effort will be made to honor that request, schedules permitting. If that minister is not available, another St. Luke's minister can be selected. The wedding coordinator will notify you when the minister has confirmed his/her availability to participate with you in your service and marriage counseling. You should then contact the minister to schedule an appointment for pastoral counseling. This should take place as soon as possible after the confirmation of the wedding date. We request that the minister receive an honorarium of a minimum of \$400. It is appropriate to bring cash or a check made out to the minister to the rehearsal.

### A Guest Minister/Officiant

Guest ministers/officiants are welcome and may assist in the wedding service upon approval by the officiating minister. If you would like to include a guest officiant in your service, please tell the wedding coordinator as early in the reservation process as possible. We will need the guest's name, title, address and email address in order to formally invite them to participate in your service. A guest officiant may dress as requested by the bride and groom or may wear the clerical dress of his or her church. If requested by the guest officiant St. Luke's will furnish a robe and stole.

## WEDDING DAY ASSISTANCE

### The Wedding Guild

St. Luke's is fortunate to have an outstanding Wedding Guild Ministry. At least two volunteers are assigned to each wedding to facilitate the wedding rehearsal and to assist with the wedding ceremony. They will offer welcoming, friendly and caring service to the wedding party and their guests. As they provide you with their assistance, please afford them respect.

### Bridal Consultants

St. Luke's is always happy to work with bridal consultants to coordinate the wedding day details. Once your consultant has been hired simply forward the name and email contact information to the St. Luke's Wedding Coordinator and they will work together to ensure that all details are clearly in place.

## THE WEDDING PARTY AND PARTICIPANTS

The Wedding Party form for listing the members of your Wedding Party should be completed and returned to the Wedding Coordinator as soon as most of the wedding party is in place. We encourage all wedding participants to attend the rehearsal.

[Click for the Wedding Party List form](#)

### Escorts for the Seating of the Grandparents/Parents

We recommend that the escorts for the special seating be groomsmen, ushers or a family member or friend. The escorts should not be asked to escort several people in a row but should alternate with other escorts if there they are to seat multiple people. When escorting a couple, the escort walks with the lady on his arm and the gentleman follows behind. When escorting a gentleman, the escort simply walks beside the gentleman unless he requires support for which the escort would offer his arm. The groom may escort his mother. The father of the bride should not escort anyone except the bride.

### Readers

Wedding party members who are to read scripture selections, poems or other appropriate items will be seated on the chancel throughout the wedding service and are encouraged to wear appropriate attire or may be required to wear a robe and a stole, which will be provided for their use by St. Luke's. A copy of their readings, which will include the proper introductions and closures, will be provided for them at both the rehearsal and at the wedding. We recommend that the readers not be required to have other responsibilities during the wedding service.

### Ushers

Sanctuary: At least one usher is recommended for every 50 guests. We recommend a minimum of two ushers on each of the side aisles. All guests are seated down the side aisles.

Chapel: We recommend two ushers however no ushers are required. For weddings with fewer than 50 guests the guests may seat themselves.

You may include all or some of your groomsmen as ushers. The groom and best man should not be included.

### House Party

The members of the House Party often hand out the programs before the wedding and assist with the guest book (pages) by making sure that it is transported from the church to the reception. The House Party are encouraged to wear appropriate attire and may be seated prior to the beginning of the Wedding or may be included in the Special Seating just before the grandparents and parents are seated. The members of the House Party are not escorted but will process in pairs or single file.

## Children

Children participating in the wedding as Flowers Girls or Ring Bearers must be at least 5 years old. Children under the age of 5 years old may not process or recess. They may attend the wedding (with supervision by someone other than a member of the wedding party), be listed in the printed program as a member of the wedding party and may be included in the photography.

Most often the children process and take their places standing in front of the attendants. When the bride and groom move to the altar then the children will take their seats in the second or third row beside a parent or grandparent. Or, the children may process directly to the pew where they will sit with a parent or grandparent until it is time to recess behind the bride and groom. At the end of the service they will step into the aisle and recess immediately behind the bride and groom.

## Flower Girls

Flower girls may carry flowers secured in a basket, a pomander or a small nosegay but may not drop petals.

## Ring Bearers

The ring bearer may carry a pillow with "ceremonial" rings attached, but may not carry the bride or groom's wedding rings. The Best Man should carry the rings and give them to the minister at the proper time during the marriage ceremony.



## THE REHEARSAL AND WEDDING CEREMONY

### The Rehearsal

All wedding rehearsals are held on Friday afternoons and will last just about one hour. The Wedding Coordinator will schedule the time. The entire wedding party should arrive 15 minutes before the assigned rehearsal start time so that the minister can begin the rehearsal right on time.

The rehearsal worksheet, which has been prepared by the Wedding Coordinator at the direction of the bride and groom, will be used to guide the wedding party through the choreography of the wedding. The worksheet will note all finalized details concerning timing, seating, music, readings and the order of the ceremony.

These items are to be brought to the rehearsal:

1. The valid marriage license and the return envelope if there is one
2. The (at least) \$400 honorarium for the minister. Cash or a check made out to the minister is appropriate.
3. The payment for the soloist. Cash or a check for \$200 made out to the soloist is appropriate.
4. The printed programs
5. The guest book or pages & pens
6. The Ring Bearer pillow

The rehearsal will conclude with a brief tour of the church so that the members of the wedding party will know where to go when they arrive on Saturday.

### The Wedding Ceremony

All weddings conducted at St. Luke's follow "The Service of Christian Marriage II" (The Traditional Service) or "The Service of Christian Marriage I" (The Contemporary Service) found in the United Methodist Church Book of Worship. On occasion, alternative liturgies may be considered. Ministers will work with you to help you gain understanding of the vows, declarations and commitments contained in the services.

[Click here for Service Samples](#)

## Personalize your wedding

Your selections of music, scriptures and/or other readings, soloists, additional musicians, congregational hymns and inclusion of select cultural traditions can personalize your wedding. The minister, wedding coordinator and the organist can assist with these additions.

### Music

All St. Luke's weddings are blessed with music provided by our extraordinary organs. Both the Sanctuary and the Chapel have exceptional Schantz pipe organs. Organist, Rob Landes, or his associate, Jim Roman, will be at the organ for all weddings. Rob Landes can be reached at 713-402-5020, and Jim Roman may be reached at 713-402-5175. Depending on which organist is assigned to your wedding, all arrangements for music *must* be made by either organist. Should you desire to email either Mr. Landes or Mr. Roman, their emails are: [rlandes@stlukesmethodist.org](mailto:rlandes@stlukesmethodist.org), or [jroman@stlukesmethodist.org](mailto:jroman@stlukesmethodist.org). Your wedding is a service of worship, and the music you choose is an important part of that worship experience. It is important that the music be approved before you draft your wedding program. Planning the music should take place as early as possible. Recorded music is not allowed in either the Sanctuary or the Chapel. The wedding coordinator will provide you with the Wedding Music Sampler CD, prepared by the organist. You should select music for: #1. Seating of the families. #2. Procession of the wedding party. #3. Procession of the bride. #4. The recessional. In addition to these four selections, you may request that other pieces from the CD be played. It is not necessary to select all of the preludial music, but if you wish to have certain songs included from the CD, you may pick whatever you desire.

### Scripture and Readings

You are encouraged to select scripture verses and/or other readings to further personalize your wedding ceremony.

[Click here for Suggested Readings](#)

### Printed Programs

"Begin with the end in mind." Printed programs are used for many weddings. While the design and printing of programs is the bride's responsibility, the wedding coordinator, organist and minister can be helpful by providing resources you might need to develop your program. Brides are asked to submit a draft to the wedding coordinator before printing. Only those programs that have been approved in advance may be distributed at the wedding service.

[Click here for Program Samples](#)

## RESPECT FOR THE CHURCH

The church facilities are sacred space, a holy place set apart for worship and fellowship in the name of Jesus Christ. Please respect this space and graciously accept the directions of the minister, the wedding coordinator and members of the Wedding Guild.

### Please Do

Refreshments are allowed in the preparation rooms as long as care is taken to protect the furnishings in these rooms. For your convenience we suggest that all items be in disposable containers as the church custodians will remove the remaining items when the room is cleaned.

Rolling racks are furnished for the convenience of the bridal party. Do not place hangers on doors, lighting fixtures or furniture.

### Please Don't

St. Luke's is a smoke-free, alcohol-free environment. Alcoholic beverages and drugs of any kind are not permitted on the St. Luke's campus, including in private cars and buses hired by the wedding party. Buses and vans will be asked to leave the church property if alcohol is served or consumed on them while on the St. Luke's campus.

The scattering of rice or birdseed, the blowing of bubbles, the throwing of streamers, flower petals or any other items is not permitted in the church or on the church grounds. Aisle cloths are not permitted. The Flower Girl may not drop petals in the aisle. Wagons, carts and pets are not permitted.

### Services that are not available

St. Luke's is not able to provide late night or overnight parking. All entrances are locked at 10:30 PM and they are not opened until 7:30 AM on Sunday morning. St. Luke's cannot assume responsibility for vehicles left in the parking lot overnight.

St. Luke's is not able to offer childcare for guests at weddings or rehearsals. Church Nursery rooms are not available for use during weddings or rehearsals.

Deliveries of wedding associated items (dresses, food) should only be scheduled after arrangements are discussed with the wedding coordinator.

### Responsibility for safekeeping of personal items

St. Luke's is a large facility and open to the public. Be aware of your personal belongings at all times. While personal items may be left in the Chapel Parlor and the Parlor (for Sanctuary weddings) and the doors will be locked during the wedding, St. Luke's cannot be responsible for personal items left unattended.

We encourage you to remove your personal belongings from the preparation rooms prior to the service since you will not return to those rooms after the wedding. We highly recommend that you assign someone to place the items out of sight in the trunk of someone's car or on the bus if that is the mode of transportation for the members of the bridal party.

## Floral Decorations

St. Luke's encourages decorations that enhance the beauty of the church Sanctuary (seating capacity 1000) and Chapel (seating capacity 100). We wish to focus on the appeal of the church setting and avoid decorations that de-emphasize the symbols in the church, or detract from the simple dignity and elegance that should characterize a wedding service.

- Church furnishings may not be moved. Church seasonal decorations may not be moved. No decoration may be used which will hide the worship symbols in the chancel, such as the cross, the Bible, pulpit, or lectern. Tacks, pins, nails and glue may not be used to fasten decorations to the furniture, furnishings or building. Aisle cloths may not be used. Flower Girls may not drop petals.
- Floral installation should be scheduled for 2 hours before to the start time of the wedding so that all decorations, boutonnieres and bouquets are in place for pre-wedding photography. Installation and cleanup must be completed no later than 1½ hour before the wedding is scheduled to begin. Florists are expected to clean up clippings and other debris from their preparations leaving the Sanctuary or Chapel clean and ready for the wedding service. Contact the Wedding Coordinator if other arrangements are necessary.
- Floral removal should be scheduled for immediately following the service and photography (approximately one hour after the hour of the service). All flower arrangements, vases, candle stands and other decorations used in the service should be removed and the Church property must be left in the condition in which it was found. Flowers remaining after the wedding will be distributed to homebound church members when possible.

## Sanctuary Altar Floral Arrangements

Two arrangements of fresh flowers and greenery may be prepared in J5 mache containers which will fit into the two brass urns (18 inches tall) that are displayed on the free standing floor pedestals (36" tall) located on either side of the altar. The floral arrangements may be round or flat on the back.

## Chapel Altar Floral Arrangement

A single floral arrangement of fresh flowers and greenery may be prepared in a J4 mache container which will fit in the brass urn (14 inches tall) that is placed on the small shelf behind the altar. It must fit between the candelabra and must not interfere with or present a fire-hazard. The arrangement must be flat on the back in order to fit on the shelf which is only 8" deep.

## Pew Markers

Pew bows with greenery or flowers may be used in either the Sanctuary or Chapel. The pew markers may be attached by ribbon to the pew ends. Pew decorations may not touch the floor or be so large as to interfere with the procession of the wedding party down the center aisle.

There are 25 rows in the sanctuary. There is a center aisle and there are 2 side aisles.

There are 11 rows in the chapel. There is a center aisle and there are no side aisles.

## Unity Candle

The Unity Candle stand and the two side candles are provided by the church. The florist or bride is responsible for providing the center candle (and tapers if they come as a set). The center candle will be returned to the bride and groom immediately following the ceremony.

## Candles

St. Luke's encourages the use of battery operated candles or candles in hurricane shades or votive cups. The use of any candles or candelabra must be approved in advance. No candles may be placed in the aisles. The church provides candles for the church candelabras which are on the altar. The florist is responsible for furnishing any other candles to be used.

In the Chapel, candles and/or floral and greenery decorations may be placed in the six window sills. The sills are 9½ inches deep.

## Candelabra

Standing candelabra may be placed in the area between the communion rail and the chancel rail. The use of greenery or flowers to decorate the candelabra stands must not present a fire-hazard. The Wedding Coordinator must approve all standing candelabra in advance of the wedding.

Florists failing to abide by these rules will not be allowed to return to St. Luke's United Methodist Church, and families scheduling weddings in the church will be informed. Florists should complete all of the information on the Florist's form and return it at least 2 weeks prior to the wedding to the Wedding Coordinator.

## [Florist's Form](#)

## Photography

A wedding ceremony at St. Luke's United Methodist Church is a religious service. These guidelines are designed to maintain the worship atmosphere and clarify the church's expectations for photographers working at St. Luke's weddings. Photographers are expected to cooperate with St. Luke's staff and Wedding Guild volunteers.

- Photography may begin two hours before the hour of the wedding service. All photography must be completed at least 30 minutes prior to the wedding service.
- The photographer may take pictures before the wedding in any available part of the building not in use by another program.
- Photography is not permitted in the Sanctuary/Chapel from ½ hour before the hour of the wedding through the conclusion of the Recessional. Photos may be made during the service from the balcony of the Sanctuary and from the Narthex of the Sanctuary/Chapel, providing there is no flash, noise or other distraction.
- Photography is permissible in the Narthex during the Processional and Recessional providing the photographer does not impede the progress of the wedding party entering or leaving the Sanctuary/Chapel.
- When the center doors are open the photographer may stand in the Narthex doorway to photograph but may not enter the Sanctuary/Chapel.
- The bridal party may return to the Sanctuary/Chapel including the altar area after the recessional to re-create any part of the service. Generally, 30 minutes is allotted for photographs after the service.
- Standing on or placing camera equipment on the pews or furniture in the church is strictly prohibited. Standing on pew cushions or kneelers is prohibited. The kneelers may be moved to accommodate photography of large wedding parties.
- The photographer may bring a small ladder or step-stool to stand on.
- Photographers will be offered areas where their equipment may be stored for the duration of the wedding but St. Luke's assumes no responsibility for securing any equipment.

Photographers failing to abide by these rules will not be allowed to return to St. Luke's United Methodist Church, and families scheduling weddings in the church will be informed. Photographers should complete all of the information on the Photographer's form and return it at least 2 weeks prior to the wedding to the Wedding Coordinator.

[Photographer Form](#)

## Videography

- Videography may begin 2 hours before the start of the service.
- The videographer is free to videotape throughout the church until 30 minutes before the start of the wedding. At that time, the videographer (and all equipment) must be outside the Sanctuary or Chapel.
- Videotaping inside the Sanctuary or Chapel is allowed following the service when the music has ended and guests have left.
- Placing equipment on the pews or furniture and standing on the pew cushions or kneelers is prohibited at all times.
- Videotaping must not involve any lighting changes or additional portable lighting. Please do not unplug or move St. Luke's equipment.
- A wireless microphone is permitted on the groom as long as it is set at a different frequency from the wireless microphones used by the ministers.
- No roaming is allowed during the wedding service.
- Chapel  
One stationary video camera with videographer is allowed and must be located on the right hand side of the Narthex (at the back of the Chapel behind the glass wall). Cameras may not be placed in the Chancel area.
- Sanctuary  
Video cameras and videographers are allowed in the balcony. One un-attended video camera is allowed in a stationary position on the chancel behind the pulpit.

Videographers failing to abide by these rules will not be allowed to return to St. Luke's United Methodist Church, and families scheduling weddings in the church will be informed. Videographers should complete all of the information on the Videographer's form and return it at least 2 weeks prior to the wedding to the Wedding Coordinator.

[Videographer Form](#)

## PARKING AND TRANSPORTATION

### Parking and Transportation

There is a limited number of parking spaces in the front of the main sanctuary. We encourage all wedding party members to use the south parking lot and the parking garage to minimize the congestion in the front of the church. Entry to the south parking lot and the parking garage is easily accessible from West Alabama and Edloe as well as Westheimer.

**CARS** - St. Luke's is pleased to offer ample parking on the surface parking lot (280 spaces) and in the expansive parking garage (477 spaces), all located in the back of the church. A number of spaces are designated for those with limited mobility. The porte-cochere provides a covered entrance into the church.

**BUSES** - For those using buses to transport wedding party members and/or guests we request that drivers unload and load passengers at the porte-cochere in the back of the church. Buses may park in the south lot away from the entrance and remain on campus for the duration of the wedding ceremony.

**UBER** – The official drop-off and pick-up location on the St. Luke's campus is also at the porte-cochere in the back of the church (not on Westheimer). Drivers are directed by the app to the official Uber sign by the covered walkway. This addition has been established for the safety and convenience of all of our St. Luke's families and visitors.