

Policy Applying to Episcopal Weddings at St. Paul's

The Sacrament of Holy Matrimony involves the Community of Faith as well as the bride and groom. It is expected that the bride and groom intend to establish a Christian home, and that both shall desire to be faithful members of the Body of Christ.

Normally the Celebration and Blessing of a Marriage shall include the celebration of the Holy Eucharist in order that the first act of the newly married couple may proclaim and strengthen their relationship with our Lord.

Because the canons of the Church discourage hasty marriages, it is imperative that the advice and counsel of the Rector be sought at the earliest time. All couples are required to undergo pre-marital counseling. Individuals who bring special circumstances with a request for marriage (previous marriage, etc.) should plan on a longer period of preparation. It is the policy of this parish to require that a full year elapse between a divorce and an application to marry again. Application for remarriage must be made to the bishop.

The Episcopal service is the "property of the Community of the Faith." Its rubrics must be faithfully followed, and all marriages solemnized by Episcopal clergy persons are subject to the canons of the Episcopal Church. Decorations in the church are limited to altar flowers and pew end standards. Wedding flowers on the altar are traditionally left for Sunday services and noted in the bulletin as given by the couple.

Christian marriage is the business of the whole parish. The establishment of a Christian home strengthens the entire parish. The failure of a marriage weakens the whole parish. The guidelines given above attempt to treat holy matrimony with the seriousness that it deserves, to reduce an emphasis on the "social" nature of a wedding, and to place the presence of our Lord in the center of the wedding, as well as the center of the marriage.

Under the canons of the church, it is the privilege of any priest of the church to refuse to solemnize a marriage. The reason for refusal need not be given.

Policy Applying to All Weddings at St. Paul's

While all inquiries regarding marriage are invited, priority is given to members of the parish. St. Paul's does rent the sanctuary and church space for weddings officiated by ministers of other denominations, and additional/alternate clergy may be included at the request of the couple and with the approval of the Rector.

The music is under the direction of the Rector and the Organist. Dignified and appropriate music shall be used during the service. The policy of the parish is that the parish organist shall play for all weddings if the organ is used. The organist will find/approve an appropriate professional to substitute for him/her if he/she is unavailable.

Photographs are only permitted while the wedding party is coming in before the service and as they are going out after the service. No photographs are permitted during the service. Arrangements for pictures may be made before or after the service. Videos are allowed during the service if the camera is on a tripod in a fixed position. It is the responsibility of the wedding party to communicate this policy to the guests.

Use of the building by individuals who are not regular in their attendance and support of the parish may be granted upon application. In all cases of use by non-members, a substantial fee for use of the building shall be charged. **Definition of parish member in good standing:** Parish members in good standing are not charged for the use of the Church or the services of the Rector. A member in good standing is defined as a person who has attended St. Paul's for at least one year before the wedding ceremony is planned and

who comes regularly on Sundays and supports the parish financially. This includes his/her children or grandchildren. Other family of parish members (siblings, parents, cousins, etc) are considered non-members.

The Carriage House and/or Parish House are available for rehearsal dinners and receptions. Reservations for these buildings are handled separately and should be made through the Parish Administrative Assistant. The Wedding Coordinator can offer advice, but all arrangements for these buildings are the responsibility of the couple.

Absolutely no alcohol is permitted in the Church itself or anywhere on the church grounds before the wedding. **Alcohol on Parish grounds before the wedding is a violation of this agreement and will result in complete forfeiture of the damage deposit.** The parish does permit the limited use of alcoholic beverages in the Carriage House or Parish House Parlor. The reception may provide a Champaign toast or punch. Early discussion with the Wedding Coordinator will avoid misunderstandings about this policy. “At all times alcoholic beverages shall not be featured, but shall be an accompaniment to social gatherings. Equally attractive non-alcoholic beverages shall always be offered.”

Weddings may be scheduled whenever they do not conflict with other parish activities. The church is available for weddings before seven o’clock on Saturday evenings. The church may not be used on Saturdays after that hour. It is not available on Sunday mornings or major holy days of the Church Year. Weddings are not scheduled during the season of Lent.

It is the intent of the Rector and the Vestry that the policies outlined above shall be administered fairly and impartially, with pastoral care and concern for all who are involved in the vocation of Christian marriage. Approved by the Vestry on Nov. 17, 2014.

For office use only: balance of fees and documentation due on:-

Fees	Amount	Received by	Date	Check #
Refundable Damage Deposit	\$400.00			
Use of Sanctuary by non-member	\$500.00			
Use of Sanctuary by parish member	no charge			
Parish Wedding Coordinator **include separate check**	\$200.00			
Counseling & Ceremony by Rector for non-members	\$150.00			
Counseling & Ceremony by Rector for members	no charge			
Custodial fee	\$ 75.00			
Organist **include separate check**	\$150.00			
Pew End Standards & Candles	\$ 50.00			
Altar Candelabras & Candles	No charge			
Unity Candle stand	No charge			
Documentation Required	Received	Date	Approved	Date
Outline of Service and Music				
Credentials of Officiant				
Record of Pre-marital Counseling				