



THE PARISH OF
ST WILFRID
H A R R O G A T E



Getting Married at The Parish Church of St Wilfrid

Guidance notes for couples
and application forms



T H E P A R I S H O F
S T W I L F R I D
H A R R O G A T E

From the Team Rector
Fr Gary Waddington

The Rectory
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Harrogate HG1 2EU

Teamrector@stwilfrid.org

Dear friends,

Getting Married at St Wilfrid, Harrogate

I am delighted that you are enquiring about the possibility of arranging your Wedding here.

This pack is intended to give you comprehensive information about the legal requirements, the practices and procedures you need to follow here.

It contains a lot of information, that we hope will help you! **Please read it carefully, so that we can be sure that you meet the necessary requirements and help you consider something of the nature, meaning and commitment of Christian marriage.**

It is not normally the practice of this parish, as in almost all parish churches, to offer to marry those who have been previously married and whose former partner is still alive. We are aware that this can be a very sensitive and delicate issue. If it is the case that either of you have been married before, we will need to meet to discuss what we may or may not be able to offer. For many couples in this circumstance we are able to offer a service of Blessing and Dedication following a Civil ceremony, and this is often an acceptable and popular solution.

Please read through the various parts of this information pack. If you wish to make a booking or if you have any questions, please contact the Parish Administrator, Mrs Linda Harrison on (01423) 504629.

With best wishes & blessings

Fr Gary Waddington
Team Rector

Guidance Notes

General Information

Contacting us

The Administrator is available in the parish office from **Wednesday to Friday** between 9.30am and 12.30pm. If you leave a message or email outside of these hours, we can only answer them when the office re-opens. We will do our best to respond to you, but please be aware that there are times that the office is very busy. There are over 1000 services held in St Wilfrid's every year as well as concerts and other events. We appreciate that your marriage service is important, but you can imagine that administering all the important and special services and events, with limited staffing can at times, frustrate us all!

PLEASE can we therefore ask you, that even if you have a number of questions, you keep emails organised and send no more than ONE email per week? This will help us to more efficiently answer your questions. This is especially important in the month before the wedding takes place. The office can easily be inundated with questions from a number of couples, and it can be very difficult to reply promptly to everyone!!! **As ever, the sooner you are able to make your choices, the easier it is for all involved.**

Finding St Wilfrid

The post code for SatNav users is **HG1 2EY**.

The Full postal address is: **Duchy Road Harrogate, North Yorkshire HG1 2EY**

The Parish Office telephone number is: 01423 504629

Days on which the Marriage Service is not available at St Wilfrid

Couples can marry on any day of the week (including Sundays) between 9am and 6pm. However there are some unique times of the year when we cannot offer a Marriage service. Good Friday and Easter Eve (the day before Easter Day) are, by tradition days when this is not possible. We ask couples to be mindful that there are some particular times of year when getting married would clash with major festivals (eg Christmas Eve and Christmas Day). The seasons of Advent (the four weeks before Christmas) and Lent (the six weeks before Easter) are seasons of penitence and abstinence for the Church. They have a special character and are noted by the absence of flowers and colour and use much more subdued music. You may therefore choose to avoid these times, unless you are happy to join in the nature of the season.

Parking

There is car parking at the rear of the church, which guests are welcome to use. The access to the car park is via the west drive (i.e. furthest away from the Ripon Road) on Duchy Road. Cars may NOT be parked on or driven up to the main door, with the exception of the bridal car itself when the newly married couple leave the church. **No other vehicles are allowed to wait or park outside the main door, or on the driveway to the main door. Anyone parking there will be asked to move.**

If your guests arrive by bus or coach from a pre-arranged 'pick up point' you are asked please to make sure that the coach driver does not park in front of the Church.

Guests

As part of the invitation process, we would be very grateful if guests are reminded that they are coming to an act of worship in a sacred building. Guests are very much welcome, but are asked that whilst in church they respect the building and what it stands for and behave and dress appropriately. Mobile phones should be turned off before they enter and not be switched on until they leave. Anyone who appears to be under the influence of alcohol or drugs will be asked to leave.

Winter Marriage Services

Couples who marry during the winter months often find that this is a special and unique time of the year. Please bear in mind that, an additional fee is payable towards heating the church if you marry between the start of October, and the start of April. Outside of these months, the building is **not** heated. You may choose not to ask for the heating to be put on during winter months. Even if you do ask for heating, the ambient temperature is often lower in winter than for the rest of the year! Both those in the bridal party, and guests should be advised that sensible warm clothing is still advisable.

You should also make careful arrangements, especially for weddings in months where there is a risk of snow, for your arrival and departure. We have had one bride need to arrive in Wellies! Please make sure that in your planning for a wedding in the winter months that you allow lots of additional time, just in case.

Applying to be married at St Wilfrid's

On receipt of your completed application form and (non-refundable) deposit, one of the clergy will check your application to make sure it conforms to the legal qualifications. You **must** let us know, as soon as possible the exact time you wish your Marriage Service to take place, as well as the date.

If you do not confirm the time, and another couple applies to be married on the same day, and offers a time, their booking will take precedent.

It is vital we have both the time as well as the date you wish your service to take place at, as early on in the process as possible. Once this is entered, you may only change the time and/or date, with the approval of the Team Rector, who by law is the only person who can decide at what times services may take place.

If you fail to tell us the time, or later wish to change the time or date of your service, we are entitled to refuse your request. Under no circumstances will we negotiate with other couples to change the time of their wedding, if you cannot tell us in advance the correct time and date of yours!

The Legalities

Preliminaries to Getting Married: Banns

In order to marry legally, you must first undertake the correct preliminary to marriage. In most cases, for marriage here, this is the reading of Banns of Marriage. In the wedding form is a list of qualifying connections: provided that you fulfil the criteria for one of them, we can then read you Banns.

In addition to this, your banns need to be read in the parish in which you **each** live **on the day on which you will be married** (if you don't both live in this parish) – i.e. your legal address. You must arrange for this to happen, and for the certificate to be collected and brought to our parish office in advance of your marriage.

Banns are read at St Wilfrid's during the notices towards the end of the 10.00am Sunday Parish Mass on the first 3 Sundays of the month, 2 months before the wedding (i.e. for a June wedding, banns are read in April).

If one or both of you is not a UK citizen, then your marriage can only take place by a different process which does not involve the reading of banns, Please make sure that we know you need to take this route, and we can help make the arrangements.

It is important that these preliminaries are done correctly. Without them it would not be legal to conduct your wedding, and your Marriage Service would not go ahead. Marriage in a Parish Church in the Church of England takes place because, in Law, the clergy also act as registrars. No registrar from the civil registry office is required to attend, in normal circumstances. Part of the process of meeting you before the Marriage takes place is to make sure that the legal preliminaries have taken place and that when you are married, that the marriage is legal and legally registered.

Your Parish of Residence

If one or both of you do not live in this parish, we need to know which parish you live in. You may already know this, in which case put the name of the parish in the box. If you do not know, enter your postcode into the search at www.achurchnearyou.com and you will be able to find the information.

Witnesses

Two witnesses are required at the signing of the registers. They should be over 18 and competent to witness a legal document. The choice of who they are is entirely up to you.

Changes of details after submitting your application form

The parish office must be notified of any change of address or, occupation to ensure the correct details are entered on the marriage certificate and in the marriage registers. Any change of contact details should also be given to the parish office. In either of these cases, please notify the parish office as soon as possible.

The Service

Readings

With this application pack, is a set of bible readings. Two bible readings **must** be chosen: one from section A and one from section B. You are invited to provide a reader for the first reading, the second normally being read by the officiating priest. If you have other readings you would like read, or alternative bible readings, this is normally possible and should be discussed in advance with the priest who officiates.

Service booklets

We recommend to all couples that a full service booklet is produced. We can supply you with a free template for this. We are able though, to typeset and print your booklets for an additional fee on enquiry to the Parish Office.

Any service booklet you produce **MUST** first be checked by the priest who is to officiate at your marriage service. A proof copy should be supplied **well in advance**. Please **DO NOT** print your booklets until you have received approval to do so. This is so that we can make sure common mistakes are avoided. You should supply enough copies for all your guests plus an additional 10 copies (for the clergy, organist, bell ringer, vergers etc...). If you have additional musicians and/or a choir, you should also supply enough copies for them in addition to the above.

Copyright infringements and other legal requirements for Orders of service.

The words used at the service are copyright, and provided the correct information is included in your order of service, there is no infringement of copyright. The same is also true for hymns and worship songs. If you include material in an order of service without the correct information, then you may be liable to legal action for infringement of copyright.

Any service booklet **MUST** contain the following information:

On the front cover (or if using a bespoke cover, on the first page proper) you must include the Name of the church: St Wilfrid, Harrogate and the date and time of the service.

Either on the back cover, inside it, or at the end of the text of the service, the following must be included **EXACTLY** as written in the box below:

Material in this order of service is taken from *Common Worship: Pastoral Services*
which is copyright
© The Archbishops' Council.
Other material may be included which is copyright
© 1989 National Council of the Churches of Christ, USA
and © The Crown/Cambridge University Press: *The Book of Common Prayer* (1662)

Music in this service is reproduced under copyright license:
CCL License no: 608906

Organ Music and Hymns

An organist is usually required for a wedding. As part of the standard contract for organists, they have a right to a fee for every wedding here, if they are available, whether or not they play the organ themselves. Even if you supply a family friend to play our own organist must still receive the fee to which he is entitled. Organ Music at your Marriage Service should be discussed with the Organist, who will be able to help and advise you. He can also advise you on hymns, which should then be confirmed by the priest who is officiating.

You will need to decide in consultation with the organist, what music is played before the service begins, as the bride enters, during the signing of the registers, and as the newly married couple leave the church. **We do not allow pre-recorded music to be used at weddings.**

There are normally three hymns at a Marriage Service. If the congregation is particularly small – and not great singers (!) you may choose to only have two hymns. Again, these may be chosen in consultation with the organist, but must have the approval of the priest conducting the wedding itself. Please remember that not all hymns may be suitable for a marriage service - if you don't know how the hymn goes, it is unlikely that anyone else will!!! Jerusalem sounds great sung by 10,000 people, but it can be very different with a congregation of 60, only 20 of whom can sing!!

You may choose not to have an organist, but the whole service will be said, and no music played before, during or after the service.

Ushers

Most couples have ushers to help with the flow of people before and after a Marriage Service. It is useful if there are at least three (and there can be more). Two should greet people at the main door and distribute Orders of Service, and one should help direct people to the main body or the Church, or chapel where the Marriage Service is to take place.

Rehearsal

A rehearsal, lasting 40 minutes normally takes place the evening before the Marriage, or at some other point in the week. This should be arranged with the officiating priest. Please be mindful that the Church may have other events booked in during the week before your wedding. The people who need to attend are:

- Bride (with the person who is giving her away)
- Groom (with the best man/men)
- Bridesmaids (and any page boys, flower girls etc)
- At least one usher
- Readers of readings

Other family members or friends are welcome to come to the rehearsal, but they play no part in it, and will be asked to sit quietly during the rehearsal itself.

During the rehearsal, you will be taken through who stands where; the entrance procession; the service, including practicing the vows and giving rings; the signing of the registers and leaving the church at the end of the Marriage Service.

The Priest who conducts the wedding

The Team Rector of St Wilfrid's, Fr Gary Waddington will normally be the priest in charge of your wedding. In rare cases if he is not available, another priest will look after you. Any arrangement with an individual priest who is a family friend must first have the consent of the Team Rector. It is not our normal practice to allow other clergy to come and officiate at a marriage service here.

On the day itself

Whilst most of the arrangements and requirements for the day itself will be explained in advance there are three things that it is really helpful if you can take on board now:

1. The Groom and best man, together with ushers need to be at the Church 30-40 minutes before the service is scheduled to start. Please try not to be here before this time as another service may be taking place.
2. The Bride and bridesmaids **MUST** be here **at least** 10 minutes before the service is due to begin. Whilst the adage is that it is 'the bride's prerogative to be late' in actual fact it causes distress and bad feeling, and can very much inconvenience many people if your marriage service is late in starting. If a bride does arrive late, the priest officiating has every right to curtail elements of the wedding service in order to make up time. If a bride were to arrive very late, we have an absolute right (especially if another marriage service is taking place following yours) to reschedule the service to later in the day.
3. The officiating priest will ask to see the rings. Practice has taught us that if we know they are in the building, then there won't be a hitch later on!

The 'Extras'

Flowers

Whilst there are often flower arrangements in church, it is not possible for special flowers to be arranged by our in house team. You should, if you require special flowers in church, arrange for these with local professional florists. If so (or you use family or friends for this purpose) it is your responsibility to:

1. Check that the church is not being used for other events at the time that arrangements are delivered and put in church or arranged in church. You must check with the parish office.
2. Make sure that arrangements are sited so as not to interfere with the normal working of the church. Any arrangements with candles must be carefully lit before the service **and** extinguished afterwards by your ushers.
3. You (or your florist) must provide all materials, stands etc.
4. Make sure that arrangements are not affixed to the fabric of the building (walls, screen etc) without prior written approval from the Team Rector.
5. Make sure that any arrangements, candles etc do not mark the floor or walls. If they do, you will be required to make good any damage, including professional cleaning fees.
6. **Flower arrangements and pew ends are not allowed in Church during the seasons of Advent and Lent, without exception.**
7. It would be helpful if we knew if any arrangements will be left in church or removed (immediately) after the service. Also if any stands/equipment will be collected later.

Flower Petals and Confetti

Guests are more than welcome to throw things at the newly married! We ask though that confetti or flower petals are only thrown at the gateway to the Churchyard. They must not be thrown by the porch. **Flower petals may not be thrown in Church either at the entrance or exit of the bridal party.**

Choirs

The Parish Choir has very limited availability to sing at weddings. If you especially wish to ascertain if the parish choir is able to sing at your Marriage service, you must make arrangements to meet with the Organist and Master of the Choristers well in advance (we recommend at least 6 months). You are then responsible for liaising directly with him for the choices of music. Fees for the choir are in addition to the standard fees, and can be obtained from the Organist.

We are very happy for you to arrange other choirs or musicians to sing or play at your wedding. Please let us know if this is the case and we can advise on where in the church singers and/or musicians may play or sing from.

Bridesmaids and Page boys

It is always a joy to have bridesmaids and page boys. They help support both bride and groom. However, there can be a couple of pitfalls. Many brides are happy with two or three bridesmaids. From time to time some brides like more. Please be aware that too many bridesmaids do end up competing for space with the Bride, and ultimately distract from the Bride herself! If you decide to ask younger children, please be aware that this can be quite overwhelming for them. A big building with lots of people can be quite frightening for a small child, especially when they are exposed to attention at the front. If you do ask younger children to help in this way, please have a suitable grown up on hand (who is not otherwise involved) who can help if a child becomes distressed.

Bells

Our team of Bell ringers have limited availability. The small fee they receive for assisting at a Marriage service covers their transport, time and experience (and often a great deal of practice). We are sorry that we cannot always provide bell ringers. So if you do hope to have the bells rung, we will do our best, but cannot guarantee this. If you would like the bells at your marriage service then you must let us know in plenty of time.

Photography and Videography

We welcome professional photographers to take pictures of your marriage. This is on the understanding that they limit their movements to the back half of the church during the service. They will then be allowed a short period of time to come forward, after the registers have been signed, to take pictures. This is so that couples are not distracted from concentrating on actually making their vows etc. Friends and family are welcome to take photographs before and after the service, but they are strictly forbidden to do so from after the entry of the bride until the bride and groom process out. **Please make sure that your guests know that the use of cameras (including mobile and smart phones) and any video recording equipment is strictly forbidden.** Anyone using a camera without permission will cause the service to be halted, and they will be asked to leave the building. All professional photographers should make themselves known to the officiating priest well before the service begins.

We do not encourage the use of Video cameras. If you are absolutely set on this, you must use a professional company with indemnity insurance. No amateur video capture is allowed. If a video camera is used for any part of the service, additional fees (doubling of fees) for musicians apply. This is because their work qualifies as a copyright performance. This is the case even if a video or CD recording is for private purposes or has limited distribution. Any musicians you engage (other than our own organist and/or choir) must give their written permission and should be informed well in advance. **It is your responsibility to make sure that you or any videographer you employ has obtained any licences required. Advice is available at http://www.ccli.co.uk/licences/weddings_licences-overview.cfm** The officiating priest will also indicate to the videographer what may or may not be allowed in terms of camera position.

You may find it very helpful to give the sheet that follows this one to your chosen photographer, so that he/she is clear on what we will or will not allow.

Above all

Getting married is a joyful thing. It can also be stressful. Please remember that whilst a Marriage Service is quite simple, it is a wedding that gets complicated! We are dealing with a number of Marriage Services at any given time, so please be patient.

In signing the application form, you acknowledge that you have read and understand the information above, and are happy to be bound by the terms and conditions.

Guidance for Wedding Photographers

We're delighted you have been asked to take photographs at a Marriage Service here. We appreciate this is challenging and you are striving to do the best for the couple. We want to help you and also make sure that the service runs smoothly. Please read these protocols and follow them. This will help us to work together to achieve the best that we can.

Before the Service starts

Please introduce yourself to the officiating priest well before the service begins. He will clarify any additional instructions. The Groom, Best Man and Ushers arrive 30 minutes before we start. Please do take the photographs of them as they gather. We ask the ushers to be in their places with 20 minutes to go and the Groom and Best Man should be sat 10 minutes before we're due to start, to prepare themselves. You may take photographs outside or inside. If you take photographs inside, please do so sensitively, with the minimum of fuss. Brides arrive at least 10 minutes before the start. You will have time to take the photographs of them as they get out of the car. This should give you time to take the photographs that you need. We expect that the Bride and Bridesmaids will be ready inside the Parish Office 5 minutes before the time that the wedding is due to start. **When the priest "calls time" on photographs, please respect this.**

During the Service

- The Marriage service in a Church is particularly special for us as well as for the couple. We ask you to be discreet and not to distract anyone during the service.
- You may use flash as the Bride enters the Church, but you must stop using flash from the point where the Priest starts to speak.
- During the service you must remain west of the front pillars and/or the outside aisles.
- You may take photographs from the baptistry, but please minimise your movements so as not to distract the couple or the priest. If you distract the priest he may require you to stop taking photographs, and you **must** follow his direction, or you will be asked to leave the building.
- At the Signing of Registers we will invite the Bride, Groom and Witnesses to come to the altar to sign the registers. **Only after** the registers have been signed may you come to the altar to take photographs. **You may arrange the group as you wish, but we ask that you move quickly.** The Priest will tell you when it is time to move on, to continue the service. Once the photographs of the Registers have been taken return to the back of church as we say the prayers, give the blessing and say the dismissal.
- At the end of the service, the Bride and Groom will turn to face the congregation and walk straight toward the back of the church. You may use the flash to take photographs of the procession out.
- The procession will leave the church by the Duchy Road door.

After the Service

- Once the couple have left the church you're welcome to use the grounds for group photographs. Confetti must only be thrown at the church gates.
- There may be another service or event following the one that you are photographing, please bear this in mind if people start to arrive for the next service or event.
- If there is severe weather (and there is not another service or event in the church) you are welcome to bring the group back into Church for the group photographs.

Photographs of the Priest and Church people

The Priests are happy for you to take photographs of them so long as you do not distract them. Whilst you may have permission to take long range photographs of the choir, we ask that you do not take close up photographs of them, particularly when there are children in the choir. This is part of the child protection policy that the Church is required to follow.



Complete only the grey boxes for a Banns Applications.

Date of Marriage	
Name of the Church at which the marriage is to take place	
Time of Marriage	

Personal Details	Man	Woman
Your Full Names		
Date of Birth		
Status (Single/Widowed)		
Age at date of wedding		
Your occupation		
Address at time of publication of Banns <i>including postcode</i>		
Telephone Number(s)		
Email address		
Parish where you live (on the day of the wedding)		
Father's full name		
Father's occupation		
Your nationality		
Have you been previously Married?		
Are you Baptized?		
Qualification for marriage: Resident/old/parent/Confirm/etc <i>See Page 2 (A or B1, B2 etc)</i>		
Are you related to each other?		

Banns are read on the first three Sundays TWO months *BEFORE* the month in which the wedding takes place. i.e. for a September wedding, banns are read in July.

Complete the following only for weddings taking place here

Qualifying To Be Married At St Wilfrid's

We need to know your connection to this parish, so that we can be sure that it is legal for you to get married here. You must, therefore be able to answer 'Yes' to either section A or *at least* one of the questions in section B: [*PLEASE DELETE AS NECESSARY]

SECTION A	
Does one of you live permanently at an address within the parish of St Wilfrid?	YES / NO*

SECTION B HAS...	
1. one of you been baptised or prepared for confirmation in the parish?	YES / NO*
2. one of you has ever previously lived in the parish for six months or more?	YES / NO*
3. one of you at any time regularly attended public worship in the parish for six months or more?	YES / NO*
4. one of your parents lived in the parish for six months or more in your lifetime?	YES / NO*
5. one of your parents regularly attended public worship here for six months or more in your lifetime?	YES / NO*
6. one of your parents or grandparents been married in the parish?	YES / NO*

(All of these refer to Church of England services only)

Declaration

YOU MUST SIGN THE FOLLOWING DECLARATION

The Information we have given is true and accurate to the best of our knowledge. There is no reason in law that we know of which prevents us from marrying. We have read and understand the guidance notes, and the conditions they impose. We will abide by them. We understand you will retain this information for the purposes of this application and that our details will not be shared with any third party. You consent to us contacting you by email or phone and may at any time withdraw that consent. All information is handled in accordance with Data Protection law.

Signed (Bride)	Date
Signed (Groom)	Date

Acceptance of your request to be married at St Wilfrids

The agreement of the Team Rector to consent to the wedding taking place secures your booking. You must complete the Personal details, sign the declaration and the return of this form with payment of your non-refundable deposit of £150. A cheque should be made payable to "St Wilfrid's PCC" – if you wish to pay by direct bank transfer, the Parish Office can let you have our account details.

Marriage Form received:	Date:
Administrator's Signature:	
Accepted by (Clergy)	Date:

Complete the following only for weddings taking place here

Fees for Weddings at St Wilfrid's Harrogate 2018

Many of the fees are statutory, set by Parliament. THIS TABLE APPLIES TO WEDDINGS IN 2018 ONLY. Fees to marry in the Church of England are cheaper than almost any other 'venue'. Please understand that we do not charge excessive fees. However, we need to find almost £4000 each week to keep St Wilfrid's running, and that money only comes from the congregation or from fees. Part of the Compulsory fee goes to the Diocese of Leeds for the payment, training and recruitment of clergy. Fees for professional musicians are part of their income. Fees for the choir and bellringers form a modest individual remuneration for their time and practice.

Basic Compulsory Fees 2018

Fees for 2018	Reason	Cost	Paid <i>Office use only</i>
Marriage Service	Fixed in law	£ 441.00	
Banns	Fixed in law	£ 43.00	
Marriage Certificate	Fixed in law	£ 4.00	
Parish Organist	Professional fee	£ 125.00	
Verger and parish staff	Professional fee	£ 50.00	
Basic Total		£ 663.00	

The organist fee is part of a standard Church contract arrangement. It is payable if the organist is used or not. Any visiting organist or friend who comes to play must be paid in addition to the parish organist's fee. Where a wedding is to be video recorded, this fee is doubled to £250.00

Fees for Weddings - Bells

Bells	For bellringing	£180.00	
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Fees for Weddings – Heating for Winter Weddings

No heating is normally provided for weddings. If your wedding is to take place between October and April an additional heating charge is payable. You may choose not to have heating – but St Wilfrid's is VERY cold in the winter months.

Winter Wedding heating	To heat the Church	£150.00	
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Basic Fees	£ 663.00
Winter Heating Fee (optional)	£
Bells Fees (optional)	£
Other agreed fees <i>choir etc</i>	
TOTAL PAYABLE	£

**FEES MUST BE PAID IN FULL AT LEAST
ONE MONTH BEFORE THE MARRIAGE SERVICE TAKES PLACE.**

If the wedding is cancelled less than a month before the date, your fee will not be returned.
Failure to pay the fees may result in your service being cancelled.

CHEQUES SHOULD BE MADE PAYABLE TO ST WILFRID'S PCC.

Complete the following only for weddings taking place here

Marriage service details

Please complete as much of this form as possible as you can. The form will be completed when you meet with the Priest who will conduct your wedding service.

Music

You are asked to make sure that the details of music for your marriage services are decided not less than one calendar month before the service takes place. Organ music should be discussed with the organist well in advance. The easiest way is to come on a Sunday morning and speak to the organist after the parish mass. The organist can be contacted at Dom@stwilfrid.org

Is an Organist Required?	Yes / No
Music before the service begins:	
Music at the entry of the bride:	
Music during the signing of the Registers:	
Music as the bride and groom leave the Church:	
HYMNS 1: 2: 3:	
ADDITIONAL MUSIC / MUSICIANS <i>Please tell us here if you are engaging additional musicians (for example a soloist, instrumentalist, choir, string quartet etc). We need to know who they are, and what you are asking them to do. If they are to play with the Organ, you MUST consult the organist first.</i>	

Bells at your Marriage Service

Do you want the bells to be rung before and after your Marriage Service? Yes / No <i>We will do our best to ensure that bell-ringers are available. Please note that on rare occasions we might not be able to provide ringers. If you require the bells, you must let us know well in advance.</i>

Photography at your Marriage Service

Are you engaging a professional Photographer?
Yes / No

Name of Photographer/Company:

Only professional photographers are allowed to take photographs. Please forward to them a copy of the guidance notes.

Are you engaging a Videographer?
Yes / No

Name of Company:

Only professional video companies are allowed at St Wilfrid's. YOU must make sure a copy of their indemnity insurance certificate is supplied to us. If the Marriage service is filmed, then musicians fees are doubled. If you are engaging musicians other than our parish organist and/or choir it is your responsibility to inform them that the service is being recorded, and to pay any additional fees they require.

Flowers at your Marriage Service

Are you asking a Florist to come and arrange flowers
Yes / No

Name of Florist:

Guests and Orders of Service at your Marriage Service

How many people you are inviting:

Are you printing an Order of service?
Yes / No

Any orders or service must be approved first by the officiating priest, who must see a draft BEFORE printing. You must supply enough copies for all your guests, plus 10 copies. If there is a choir or other musicians, you must remember to provide orders of service for them too! We will provide you with copyright and music licence numbers which, along with the name of the Church, and the date and time of the service MUST be printed on your order of service.

Detail of the Marriage Service itself

Wedding Rings

Bride Yes / No

Groom Yes / No

How many Bridesmaids are you having?:

If there are very young children, you should have a family member / friend who will be available during the wedding in case they become distressed.

Are there Page boys, if so, how many:

Rehearsal date:

This should be set in consultation with the officiating priest. Normally this is 5.30pm the evening before the wedding.

Fees

Please enclose with this form, a cheque payable to “St Wilfrid’s PCC ” for

either

Deposit (£150)

Or

Balance in full

For office use only:

Further Part payments:

Date	£
Date	£
Date	£

A deposit of £150 (Non refundable) should be made to confirm the booking. The balance of the fees should be paid no later than ONE MONTH before the marriage service. Payment can be made in instalments. Please record how much has been paid above.

Banns of Marriage for non resident couples

Are banns to be read in other parish(s)?

Yes / No

Bride’s Parish:

Groom’s Parish:

Couples where one or both live in one or more other parishes should arrange for their banns to be called in the own parish church. The certificate of Banns must be provided to the officiating priest.

APPENDIX 1

Readings for Marriage Services and the Renewal of Vows

Choose one reading from SECTION A and one from SECTION B:

A1

Genesis 1.26-28

Then God said, 'Let us make humankind in our image, according to our likeness; and let them have dominion over the fish of the sea, and over the birds of the air, and over the cattle, and over all the wild animals of the earth, and over every creeping thing that creeps upon the earth.'

So God created humankind in his image, in the image of God he created them; male and female he created them. God blessed them, and God said to them, 'Be fruitful and multiply, and fill the earth and subdue it; and have dominion over the fish of the sea and over the birds of the air and over every living thing that moves upon the earth.'

A2

Song of Solomon 2.10-13; 8.6,7

My beloved speaks and says to me:

'Arise, my love, my fair one,
and come away;

for now the winter is past,
the rain is over and gone.

The flowers appear on the earth;
the time of singing has come,
and the voice of the turtle dove
is heard in our land.

The fig tree puts forth its figs,
and the vines are in blossom;
they give forth fragrance.

Arise, my love, my fair one,
and come away.'

Set me as a seal upon your heart,
as a seal upon your arm;

for love is strong as death,
passion fierce as the grave.

Its flashes are flashes of fire,
a raging flame.

Many waters cannot quench love,
neither can floods drown it.

If one offered for love
all the wealth of one's house,
it would be utterly scorned.

A3

Jeremiah 31.31-34

The days are surely coming, says the Lord, when I will make a new covenant with the house of Israel and the house of Judah. It will not be like the covenant that I made with their ancestors when I took them by the hand to bring them out of the land of Egypt – a covenant that they broke, though I was their husband, says the Lord. But this is the covenant that I will make with the house of Israel after those days, says the Lord: I will put my law within them, and I will write it on their hearts; and I will be their God, and they shall be my people. No longer shall they teach one another, or say to each other, 'Know the Lord', for they shall all know me, from the least of them to the greatest, says the Lord; for I will forgive their iniquity, and remember their sin no more.

A4
Tobit 8.4-8

When the parents had gone out and shut the door of the room, Tobias got out of bed and said to Sarah, 'Sister, get up, and let us pray and implore our Lord that he grant us mercy and safety.'
So she got up, and they began to pray and implore that they might be kept safe. Tobias began by saying, 'Blessed are you, O God of our ancestors, and blessed is your name in all generations for ever.
Let the heavens and the whole creation bless you for ever.
You made Adam, and for him you made his wife Eve as a helper and support.
From the two of them the human race has sprung.
You said, "It is not good that the man should be alone; let us make a helper for him like himself."
I now am taking this kinswoman of mine, not because of lust, but with sincerity.
Grant that she and I may find mercy and that we may grow old together.'
And they both said, 'Amen, amen.'

A5
Romans 7.1,2,9-18

Do you not know, brothers and sisters – for I am speaking to those who know the law – that the law is binding on a person only during that person's lifetime? Thus a married woman is bound by the law to her husband as long as he lives; but if her husband dies, she is discharged from the law concerning the husband. I was once alive apart from the law, but when the commandment came, sin revived and I died, and the very commandment that promised life proved to be death to me. For sin, seizing an opportunity in the commandment, deceived me and through it killed me. So the law is holy, and the commandment is holy and just and good. Did what is good, then, bring death to me? By no means! It was sin, working death in me through what is good, in order that sin might be shown to be sin, and through the commandment might become sinful beyond measure.
For we know that the law is spiritual; but I am of the flesh, sold into slavery under sin. I do not understand my own actions. For I do not do what I want, but I do the very thing I hate. Now if I do what I do not want, I agree that the law is good. But in fact it is no longer I that do it, but sin that dwells within me. For I know that nothing good dwells within me, that is, in my flesh. I can will what is right, but I cannot do it.

A6
Romans 8.31-35,37-39

What then are we to say about these things? If God is for us, who is against us? He who did not withhold his own Son, but gave him up for all of us, will he not with him also give us everything else? Who will bring any charge against God's elect? It is God who justifies. Who is to condemn? It is Christ Jesus, who died, yes, who was raised, who is at the right hand of God, who indeed intercedes for us. Who will separate us from the love of Christ? Will hardship, or distress, or persecution, or famine, or nakedness, or peril, or sword? No, in all these things we are more than conquerors through him who loved us. For I am convinced that neither death, nor life, nor angels, nor rulers, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord.

A7
Romans 12.1,2,9-13

I appeal to you therefore, brothers and sisters, by the mercies of God, to present your bodies as a living sacrifice, holy and acceptable to God, which is your spiritual worship. Do not be conformed to this world, but be transformed by the renewing of your minds, so that you may discern what is the will of God – what is good and acceptable and perfect. Let love be genuine; hate what is evil, hold fast to what is good; love one another with mutual affection; outdo one another in showing honour. Do not lag in zeal, be ardent in spirit, serve the Lord. Rejoice in hope, be patient in suffering, persevere in prayer. Contribute to the needs of the saints; extend hospitality to strangers.

A8

Romans 15.1-3,5-7,13

We who are strong ought to put up with the failings of the weak, and not to please ourselves. Each of us must please our neighbor for the good purpose of building up the neighbour. For Christ did not please himself; but, as it is written, 'The insults of those who insult you have fallen on me.' May the God of steadfastness and encouragement grant you to live in harmony with one another, in accordance with Christ Jesus, so that together you may with one voice glorify the God and Father of our Lord Jesus Christ. Welcome one another, therefore, just as Christ has welcomed you, for the glory of God. May the God of hope fill you with all joy and peace in believing, so that you may abound in hope by the power of the Holy Spirit.

A9

1 Corinthians 13

If I speak in the tongues of mortals and of angels, but do not have love, I am a noisy gong or a clanging cymbal. And if I have prophetic powers, and understand all mysteries and all knowledge, and if I have all faith, so as to remove mountains, but do not have love, I am nothing. If I give away all my possessions, and if I hand over my body so that I may boast, but do not have love, I gain nothing. Love is patient; love is kind; love is not envious or boastful or arrogant or rude. It does not insist on its own way; it is not irritable or resentful; it does not rejoice in wrongdoing, but rejoices in the truth. It bears all things, believes all things, hopes all things, endures all things. Love never ends. But as for prophecies, they will come to an end; as for tongues, they will cease; as for knowledge, it will come to an end. For we know only in part, and we prophesy only in part; but when the complete comes, the partial will come to an end. When I was a child, I spoke like a child, I thought like a child, I reasoned like a child; when I became an adult, I put an end to childish ways. For now we see in a mirror, dimly, but then we will see face to face. Now I know only in part; then I will know fully, even as I have been fully known. And now faith, hope, and love abide, these three; and the greatest of these is love.

A10

Ephesians 3.14-end

I bow my knees before the Father, from whom every family in heaven and on earth takes its name. I pray that, according to the riches of his glory, he may grant that you may be strengthened in your inner being with power through his Spirit, and that Christ may dwell in your hearts through faith, as you are being rooted and grounded in love. I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God. Now to him who by the power at work within us is able to accomplish abundantly far more than all we can ask or imagine, to him be glory in the church and in Christ Jesus to all generations, for ever and ever. Amen.

A11

Ephesians 4.1-6

I, the prisoner in the Lord, beg you to lead a life worthy of the calling to which you have been called, with all humility and gentleness, with patience, bearing with one another in love, making every effort to maintain the unity of the Spirit in the bond of peace. There is one body and one Spirit, just as you were called to the one hope of your calling, one Lord, one faith, one baptism, one God and Father of all, who is above all and through all and in all.

A12

Ephesians 5.21-end

Be subject to one another out of reverence for Christ. Wives, be subject to your husbands as you are to the Lord. For the husband is the head of the wife just as Christ is the head of the church, the body of which he is the Saviour. Just as the church is subject to Christ, so also wives ought to be, in everything, to their husbands.

Husbands, love your wives, just as Christ loved the church and gave himself up for her, in order to make her holy by cleansing her with the washing of water by the word, so as to present the church to himself in splendour, without a spot or wrinkle or anything of the kind – yes, so that she may be holy and without blemish. In the same way, husbands should love their wives as they do their own bodies. He who loves his wife loves himself. For no one ever hates his own body, but he nourishes and tenderly cares for it, just as Christ does for the church, because we are members of his body. ‘For this reason a man will leave his father and mother and be joined to his wife, and the two will become one flesh.’ This is a great mystery, and I am applying it to Christ and the church. Each of you, however, should love his wife as himself, and a wife should respect her husband.

A13

Philippians 4.4-9

Rejoice in the Lord always; again I will say, Rejoice. Let your gentleness be known to everyone. The Lord is near. Do not worry about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God. And the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus. Finally, beloved, whatever is true, whatever is honourable, whatever is just, whatever is pure, whatever is pleasing, whatever is commendable, if there is any excellence and if there is anything worthy of praise, think about these things. Keep on doing the things that you have learned and received and heard and seen in me, and the God of peace will be with you.

A14

Colossians 3.12-17

As God’s chosen ones, holy and beloved, clothe yourselves with compassion, kindness, humility, meekness, and patience. Bear with one another and, if anyone has a complaint against another, forgive each other; just as the Lord has forgiven you, so you also must forgive. Above all, clothe yourselves with love, which binds everything together in perfect harmony. And let the peace of Christ rule in your hearts, to which indeed you were called in the one body. And be thankful. Let the word of Christ dwell in you richly; teach and admonish one another in all wisdom; and with gratitude in your hearts sing psalms, hymns, and spiritual songs to God. And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.

A15

1 John 3.18-end

Little children, let us love, not in word or speech, but in truth and action. And by this we will know that we are from the truth and will reassure our hearts before him whenever our hearts condemn us; for God is greater than our hearts, and he knows everything. Beloved, if our hearts do not condemn us, we have boldness before God; and we receive from him whatever we ask, because we obey his commandments and do what pleases him. And this is his commandment, that we should believe in the name of his Son Jesus Christ and love one another, just as he has commanded us. All who obey his commandments abide in him, and he abides in them. And by this we know that he abides in us, by the Spirit that he has given us.

A16

1 John 4.7-12

Beloved, let us love one another, because love is from God; everyone who loves is born of God and knows God. Whoever does not love does not know God, for God is love. God’s love was revealed among us in this way: God sent his only Son into the world so that we might live through him. In this is love, not that we loved God but that he loved us and sent his Son to be the atoning sacrifice for our sins. Beloved, since God loved us so much, we also ought to love one another. No one has ever seen God; if we love one another, God lives in us, and his love is perfected in us.

Chose ONE from SECTION B: Gospel Readings (to be read by the priest who officiates)

B1

Matthew 5.1-10

When Jesus saw the crowds, he went up the mountain; and after he sat down, his disciples came to him.

Then he began to speak, and taught them, saying:

‘Blessed are the poor in spirit, for theirs is the kingdom of heaven.

Blessed are those who mourn, for they will be comforted.

Blessed are the meek, for they will inherit the earth.

Blessed are those who hunger and thirst for righteousness,
for they will be filled.

Blessed are the merciful, for they will receive mercy.

Blessed are the pure in heart, for they will see God.

Blessed are the peacemakers, for they will be called children of God.

Blessed are those who are persecuted for righteousness’ sake,
for theirs is the kingdom of heaven.’

B2

Matthew 7.21,24-end

Jesus said, ‘Not everyone who says to me, “Lord, Lord”, will enter the kingdom of heaven, but only one who does the will of my Father in heaven.

‘Everyone then who hears these words of mine and acts on them will be like a wise man who built his house on rock. The rain fell, the floods came, and the winds blew and beat on that house, but it did not fall, because it had been founded on rock. And everyone who hears these words of mine and does not act on them will be like a foolish man who built his house on sand. The rain fell, and the floods came, and the winds blew and beat against that house, and it fell – and great was its fall!’ Now when Jesus had finished saying these things, the crowds were astounded at his teaching, for he taught them as one having authority, and not as their scribes.

B3

Mark 10.6-9,13-16

Jesus said, ‘From the beginning of creation, “God made them male and female.” “For this reason a man shall leave his father and mother and be joined to his wife, and the two shall become one flesh.” So they are no longer two, but one flesh. Therefore what God has joined together, let no one separate.’

People were bringing little children to him in order that he might touch them; and the disciples spoke sternly to them. But when Jesus saw this, he was indignant and said to them, ‘Let the little children come to me; do not stop them; for it is to such as these that the kingdom of God belongs. Truly I tell you, whoever does not receive the kingdom of God as a little child will never enter it.’ And he took them up in his arms, laid his hands on them, and blessed them.

B4

John 2.1-11

On the third day there was a wedding in Cana of Galilee, and the mother of Jesus was there. Jesus and his disciples had also been invited to the wedding. When the wine gave out, the mother of Jesus said to him, ‘They have no wine.’ And Jesus said to her, ‘Woman, what concern is that to you and to me? My hour has not yet come.’ His mother said to the servants, ‘Do whatever he tells you.’ Now standing there were six stone water-jars for the Jewish rites of purification, each holding twenty or thirty gallons. Jesus said to them, ‘Fill the jars with water.’ And they filled them up to the brim. He said to them, ‘Now draw some out, and take it to the chief steward.’ So they took it. When the steward tasted the water that had become wine, and did not know where it came from (though the servants who had drawn the water knew), the steward called the bridegroom and said to him, ‘Everyone serves the good wine first, and then the inferior wine after the guests have become drunk. But you have kept the good wine until now.’ Jesus did this, the first of his signs, in Cana of Galilee, and revealed his glory; and his disciples believed in him.

B5

John 15.1-8

Jesus said to his disciples: 'I am the true vine, and my Father is the vinegrower. He removes every branch in me that bears no fruit. Every branch that bears fruit he prunes to make it bear more fruit. You have already been cleansed by the word that I have spoken to you. Abide in me as I abide in you. Just as the branch cannot bear fruit by itself unless it abides in the vine, neither can you unless you abide in me. I am the vine, you are the branches. Those who abide in me and I in them bear much fruit, because apart from me you can do nothing. Whoever does not abide in me is thrown away like a branch and withers; such branches are gathered, thrown into the fire, and burned. If you abide in me, and my words abide in you, ask for whatever you wish, and it will be done for you. My Father is glorified by this, that you bear much fruit and become my disciples.'

B6

John 15.9-17

Jesus said to his disciples: 'As the Father has loved me, so I have loved you; abide in my love. If you keep my commandments, you will abide in my love, just as I have kept my Father's commandments and abide in his love. I have said these things to you so that my joy may be in you, and that your joy may be complete. This is my commandment, that you love one another as I have loved you. No one has greater love than this, to lay down one's life for one's friends. You are my friends if you do what I command you. I do not call you servants any longer, because the servant does not know what the master is doing; but I have called you friends, because I have made known to you everything that I have heard from my Father. You did not choose me but I chose you. And I appointed you to go and bear fruit, fruit that will last, so that the Father will give you whatever you ask him in my name. I am giving you these commands so that you may love one another.'

APPENDIX 2

Suggested Hymns for use at Marriage Services

- Jerusalem “**And did those feet in ancient times**”
- O Worship the King
- Morning Has Broken
- Praise My Soul The King Of Heaven
- Praise To The Lord, The Almighty
- The Lord’s My Shepherd
- O Praise Ye The Lord!
- Give Me Joy In My Heart
- All Things Bright And Beautiful
- Make Me A Channel Of Your Peace
- Be Still For The Presence Of The Lord
- Amazing Grace
- One More Step Along The World I Go
- Lord Of The Dance
- Lead us Heavenly Father
- Great Is Thy Faithfulness
- For The Beauty Of The Earth
- Love Divine All Loves Excelling
- Lord Of All Hopefulness
- The King Of Love My Shepherd Is
- Tell out my Soul

Other hymn choices are available and should be discussed with the organist and approved by the priest officiating at your wedding