



## *St. Paul's Church Norton Lees*

*A guide to help you prepare for your wedding day*

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### *Pre-Wedding Evening*

This may be held in church in the early part of the year you get married, you will receive a letter letting you know when it will be. This will be a good chance to see the new interior, if you have not done so before!

### *The Rehearsal - in church*

The rehearsal is usually about a week before you get married, on the previous Sunday afternoon or during the week. Could you phone me about a month before your wedding if we have not arranged this by this time. You will need to pay the balance of your fees at this point. Others taking part in the service should come along to this if they wish, (but it is best for you not to have too many people around)!

## ***Banns***

In order to be married in St. Paul's Church one of you must live in the parish or have a significant connection with it (please get in touch with me to find out more). Your names have to be read out on three occasions to establish that there is no legal reason why you should not get married, which is called Banns of Marriage.

If we have to be published at St Pauls they will be read out at the beginning of our main 10.00 am Sunday morning service, usually on the last three Sundays in a month. Please come to at least one of these services.

If you live outside the parish of Norton Lees, their banns must be read at the local Church of England parish church (in England). The church notice board should tell you how to contact the vicar, to ask for your banns to be read. You will need to pay the fee, and collect the certificate after they have been read. I need to have received the certificate before your wedding can take place.

## ***Planning your service***

The more you can make your service personal the better! There are large parts which you will have to include for legal reasons, but this still gives plenty of scope for creativity.

## ***Readings***

I like to have a short passage from the Bible read in all our services and will say a bit about the reading in my talk. A friend or relative could read this for me, (though I like to know which passage they will be reading).

You could also ask someone to read another reading or a poem in addition to the Bible reading - be creative!

## ***Hymns and music***

While you can include recorded music, live music gives a great deal to the service. It is an act of worship and singing together is an important part of this. Please let me know the hymns and music you would like the organist to play during the service, giving us good time if anything is out of the ordinary! A list of suggestions is available from Murray.

During your wedding service it is possible to have people to sing and play for you. It really makes the service! Though you will have to arrange this yourselves and check ideas with our organist if you would want his involvement. (*There may be a small extra fee should he be required to practice with singers or musicians before the wedding.*)

### ***Photography***

No photography is allowed during the service apart from one or two taken by the official photographer, discretely and without flash. The photographer is welcome to photograph the signing of the registers and the procession out of church using flash. The couple will not be allowed back into church after the service for further photographs if there is another wedding following.

### ***Video photography in church during the service***

In order to do this, a fee has to be paid to the church. In part, this contributes towards the cost of copyright.

The photographer will need a tripod and must stay in agreed positions for the duration of the service. They can of course attend the signing of the registers with the other photographer.

***Fees (2013)*** The fee for a wedding is £510.

*This includes £40 booking fee, and covers the service, registration, minister, vergers, organist, and the reading of your banns at St Paul's.*

Extras: Video fee £45 (Banns called at another church £34)

An additional fee may be levied if the service runs exceptionally late and if the church is occupied for more than an hour after the end of the service.

All fees are to be paid to the minister at or before the rehearsal. Please pay by cheque, made payable to **St Paul's PCC No. 2** account.

### ***Witnesses***

You will need two witness to sign the registers on your wedding day who need to be over sixteen years old. This could be the best man and chief bridesmaid, or anyone else.

## *Flowers*

There are usually some flowers in church but additional stands of flowers do look very nice. You will need make your own arrangements for providing these and you must arrange to get into the church.

Please urge the florist to get in touch with me early in the week of your wedding to arrange access to the church!

## *Ushers*

Could you arrange for a couple of people to give out the service booklets and orders of service. They will need to be at church twenty minutes before the start of the service.

## *Notes*

- ⌘ If you are having an order of service printed, please bring a copy to the rehearsal so that the organist can check the details before the service.
- ⌘ Confetti is fine as long as it does not get in church.

*Murray Brown, January 2013*