

St. Paul's Episcopal Church • Newnan, Georgia

Guidelines for the Celebration and Blessing of a Marriage

Date

Once you decide that you would like to be married at St. Paul's Episcopal Church (or you wish to have your marriage celebrated by our Rector), the first step is to meet with the Rector—before you schedule the date and time of the service. This helps us avoid scheduling conflicts and will help you make your wedding day all that it can be.

Requirements

According to the canons of the Episcopal Church, you or your fiancée must be a baptized Christian. All weddings at St. Paul's will be officiated by the Rector of this parish. If you choose, other clergy may be invited to assist, but the Rector also bears the responsibility for that invitation. We need a minimum of thirty days' notice before a proposed wedding date. Extenuating circumstances will be considered by the Rector. After the wedding date has been set with the Rector, the wedding coordinator shall meet with the couple.

Marriage License

Your marriage must be in accordance with the laws of the state of Georgia. That means that a valid marriage license must be presented to the Rector at least one week prior to the wedding date.

Counseling

In accordance with the canons of the Episcopal Church, every couple to be married at St. Paul's must have premarital counseling.

If either of you has been divorced, the consent of the Bishop of the Diocese of Atlanta is required before the priest can agree to celebrate your marriage. As part of this process, you will be expected to submit some necessary documents to the Diocese and to await the bishop's permission for our priest to celebrate your wedding—*prior to finalizing and announcing the date of your wedding*.

[Please see the **Remarriage Petition** - available from the parish office and online at http://www.episcopalatlanta.org/images/customer-files/Remarriage_Petition.pdf.]

Liturgical Guidelines

The liturgy for the Celebration and Blessing of a Marriage is found on page 422 of the *Book of Common Prayer*. You may also access an online version at: <http://www.bcponline.org/>

Any day is a good day for a marriage except those in the season of Lent, Easter Day, Christmas Eve and Christmas Day. For more information about appropriate days, please see the priest.

You can find the list of Scripture lessons for a marriage service on page 426 of the *Book of Common Prayer* (or at the same web address listed above). The lessons from the Old Testament and the Epistles may be read by a lay person (a family member, friend, or member of the wedding party). The Gospel is always read by the priest or deacon. Those who agree to read the lessons should prepare by using the New Revised Standard Version of the Bible and should attend the wedding rehearsal.

Bulletins

The service comes directly out of the *Book of Common Prayer*, but a printed service bulletin will provide additional guidance and clarification to those participating. The service bulletin will be provided by the Parish Administrator based on a standard format with language provided by the Rector. Names of the participants must be provided to the Parish Administrator 10 days prior to the ceremony. If you choose to have the bulletin/program printed outside the church, a sample format and language will be provided by the Parish Administrator. The Rector will need to approve it in its final form before you have it printed.

Flowers

The wedding party will provide live flowers for use in the church. As part of our agreement, we ask that you leave those flowers for the services that will follow on Sunday. We will make an announcement in that Sunday's bulletin that the flowers have been given in thanksgiving for your marriage. Volunteer members of the St. Paul's Flower Guild would be delighted to assist you in your flower preparations. The Wedding Coordinator will work to setup a meeting to discuss your specific desires with an appropriate representative. Please be aware that should you choose to use the Flower Guild, adjustments to size, style and flower selection may be necessary based on availability and condition of flowers. Please note that boutonnieres, corsages and bouquets, if used, are created by an outside florist. If you decide to contract arrangements from an outside florist, you will need to work with the Wedding Coordinator on the size, placement and delivery.

Also, we believe our worship space is beautiful as it is. We sincerely hope you will choose not to use other decorations. However, if you decide you must, those decorations must be approved by the Rector.

Clean-Up

Because weddings often occur on Saturday and are followed the next day by our usual Sunday services, we ask that you help us keep our worship space clean by removing all pew and other decorations as soon after the service as is possible. Please also help us by returning the rooms your wedding party uses to the condition you found them in the same timely manner. Any and all trash must be removed, as well as returning any furniture to its place.

Candles

Candles are part of our worship in the Episcopal Church. A "unity candle," however, is not part of our liturgy and cannot be used in the service—although it fits perfectly as part of the reception that usually follows.

Music

The Rector and Organist will help you plan the music for the service. We have provided a list of appropriate hymns in the attached appendix. We ask that you save any secular music for the reception following the service. The Organist will contact you and schedule an appointment to select the music. Because so much of what happens in a wedding depends on proper coordination between the Rector and the Organist, our Organist has the right of first refusal for all services in our parish. If the Organist is not able to assist with your wedding, a substitute will be provided. Musicians are paid and you will need to provide a fee for our Organist's services (see appendix). The Organist does not typically attend the rehearsal.

Rehearsal

The only goal of the wedding rehearsal is to make the two of you comfortable with what will happen on your wedding day. We usually schedule the rehearsal on the afternoon or early evening immediately before the wedding day. You need to take responsibility for the on-time arrival of the entire wedding party. We will try to ensure that the rehearsal lasts less than one hour. The Rector will conduct the rehearsal, assisted by the Wedding Coordinator. Because we have a knowledgeable and experienced wedding team, private wedding coordinators are not a necessary part of the wedding service and rehearsal.

Dressing

We work hard to make your day easy, so we will have a room available in which the bride and her attendants may dress. We suggest that the groom and groomsmen dress before arriving at the church. We will have the church opened an hour and a half before the service.

Photographs

Photographers must respect that your wedding is, above all else, a worship service. We invite you to take as many pictures before and after the service as you would like. These photos should be concluded 30 minutes before and within 30 minutes following the service. Flash photographs of the bride as she enters the church and of the bride and groom leaving the church will be permitted. We invite you to have an official photographer or videographer of the service, provided that this is done by means of a stationary camera at the back of the church, in the choir loft, or transept. The photographer **MUST** understand that the priest will not allow any distractions during the service from photographic equipment. This means that no movement, flash photography or loud cameras will be allowed. You will need to take responsibility for the photographer and his/her presence in the service. Please help us avoid an awkward situation by communicating these guidelines with your photographer. Finally, family and friends should be notified that cameras are not to be used during the ceremony.

Aisle Runner

Because of safety and insurance concerns, we cannot allow an aisle runner to be used for weddings at St. Paul's.

Reception

We invite you to make use of the parish hall and church lawn for your wedding reception. We allow you to serve champagne, wine, and beer, provided you also serve a variety of non-alcoholic beverages and food. We cannot allow the serving of liquor or aperitifs. If you choose to use a caterer, please provide the name of your caterer so the Wedding Coordinator may contact them regarding the use of the kitchen and other facilities. So that we may prepare for the following Sunday's services, please discuss the end time with the Wedding Coordinator. Finally, please see the St. Paul's Parish Policies for facilities information and regulations.

Rice/Birdseed

No rice or birdseed is permitted to be thrown on the church property.

Nursery Services

For an additional fee, nursery services are available at your request. Please contact the office, well in advance of your wedding date for more information. Our nursery staff must be used to ensure that we are in compliance with Diocese regulations.

Liability

The use of St. Paul's Episcopal Church of Newnan facilities and all equipment will be at the risk of the participants. The St. Paul's Episcopal Church of Newnan does not assume liability or responsibility for any participant. The St. Paul's Episcopal Church of Newnan does not make any express or implied warranty of the premises, the equipment, machinery, fixtures or furniture.

Personal Belongings of the Wedding Party

All personal belongings of the wedding party must be removed by from the church the same day of the wedding ceremony or reception to facilitate timely clean-up of the church.

Fees

At St. Paul’s, we do not conduct weddings for the income, and we don’t rent out our facilities. With that said, every marriage is unique and the appropriate fees may vary, depending on the circumstances. The Rector will discuss these with you. Please bring any fees or monetary gifts, along with the marriage license, to the wedding rehearsal and give them to the wedding coordinator.

CHURCH	Cleaning fee	\$100
CLERGY	Clergy will appreciatively accept gifts of gratitude.	
ORGANIST	Service only	\$250
	An additional fee of \$50 may be required for rehearsals with other musicians, as well as fees for those other musicians.	
WEDDING COORDINATOR	Consultation/Rehearsal/Service	\$250
FLOWERS	Consultation/Flowers/Supplies	\$300 and up (based on consultation)
RECEPTION/REHEARSAL DINNER FEES*		\$500 (refundable deposit)

* We require a \$500 security/cleaning deposit for the use of the parish hall. We hope we never have to keep your deposit. So, please leave our beautiful facilities in the condition you found them—again, including removing all trash and returning furniture to original placement. We may be required to use a portion of your deposit to contract for additional work or repairs to the facilities that become necessary.

This is your copy. On the following page you will find an agreement to these guidelines. Please sign and return that agreement to the office before our plans progress. Your signature on this agreement is the covenant that you have read and will abide by these guidelines.

Thank you! We hope you will find this information useful. These guidelines are intended to help us focus on a beautiful wedding as part of a meaningful worship experience.

Guideline Covenant

I have thoughtfully read the Guidelines for the Celebration and Blessing of a Marriage at St. Paul's Episcopal Church, Newnan, Georgia. My signature below stands as my covenant to observe faithfully and abide by those limits and freedoms.

Signature: _____

Date: _____

Signature: _____

Date: _____

Once you return this page and have received a commitment from the officiating priest—start planning your wedding!

Appendix

Contact Information

Office	770-253-4264	
Interim Rector	The Very Rev. Hazel Glover	revhazel@stpaulsnewnan.org
Parish Administrator	Lesley Williams	lesley@stpaulsnewnan.org
Organist	Mason Copeland	mason@stpaulsnewnan.org
Wedding Coordinator	Louise Howard	artscraftsy@numail.org
Website	www.stpaulsnewnan.org	

Music

The following hymns are taken from The Hymnal 1982 and are suggested as appropriate for weddings. Please contact the Organist for more information and to schedule an appointment.

518 Christ is made the sure foundation	410 Praise, my soul, the King of heaven
366 Holy God, we praise thy Name	390 Praise to the Lord, the Almighty
400 All creatures of our God and King	408 Sing praise to God who reigns above
377 All people that on earth do dwell	401 The God of Abraham praise
416 For the beauty of the earth	587 Our Father, by whose name
414 God, my King, thy might confessing	645 The King of love my shepherd is
423 Immortal, invisible, God only wise	664 My shepherd will supply my need
376 Joyful, joyful, we adore thee	353 Your love, O God, has called us here
396 Now thank we all our God	362 Holy, Holy, Holy! Lord God Almighty

Scripture

One or two of the passages from Holy Scripture listed in Section A is always read. Please choose either **one or two** readings from **Section A**. We will also ask the congregation to join us in reading one of the Psalms listed in Section B. Please choose **one** of the Psalms listed in **Section B**. If we will include Communion as part of the service, please choose **one** passage from the Gospel (**Section C**). Please let the officiating priest know of your selections as soon as possible.

Section A

Genesis 1: 26-28 (Male and female he created them)
Genesis 2: 4-9, 15-24 (A man cleaves to his wife and they become one flesh)
Song of Solomon 2: 10-13, 8: 6-7 (Many waters cannot quench love)
Tobit 8: 5b-8 (That she and I may grow old together)
1 Corinthians 13: 1-13 (Love is patient and kind)
Ephesians 3: 14-19 (The Father from whom every family is named)
Ephesians 5: 1-2, 21-33 (Walk in love, as Christ loved us)
Colossians 3: 12-17 (Love which binds everything together in harmony)
1 John 4: 7-16 (Let us love one another for love is of God)

Section B

Between the readings a Psalm, Hymn, or anthem may be sung or said. Appropriate Psalms are: 67, 127, and 128.

Section C

Matthew 5: 1-10 (The Beatitudes)
Matthew 5: 13-16 (You are the light...Let your light so shine)
Matthew 7: 21, 24-29 (Like a wise man who built his house upon the rock)
Mark 10: 6-9, 13-16 (They are no longer two but one)
John 15: 9-12 (Loved one another as I have loved you)