

WEDDING GUIDELINES AT CHRIST EPISCOPAL CHURCH CHARLOTTESVILLE, VIRGINIA



The following guidelines are made available directly to every couple inquiring about, or desiring, a wedding at Christ Church. We're glad you're considering a wedding at Christ Church. We hope you find them helpful.

WHO MAY BE MARRIED AT CHRIST CHURCH

In the Episcopal Church, it is required that one of the parties be a baptized Christian. If either or both persons have had a previous marriage, the minister needs to know this at the first meeting. Divorce is not in itself a barrier to remarriage but the Church requires certain steps to be followed.

PRE-MARITAL INSTRUCTION

Pre-marital instruction is a requirement in the Episcopal Church. If possible, make arrangements for pre-marital instruction at least 3 months in advance of the wedding date. Couples normally meet with the minister at least 3 times before the wedding.

WHO MAY OFFICIATE

The officiating minister is normally one of the parish ministers.

CONCERNING THE LITURGY

We use the liturgy found in the Book of Common Prayer on pages 423-438.

OTHER DETAILS

All weddings at Christ Church are coordinated by Merry Thomasson (434-977-3552). She also coordinates weddings at other venues that include one of our ministers.

CONCERNING MUSIC

We offer both traditional and contemporary music at Christ Church. All music and participation by outside musicians must be approved by one of our music ministers.

CONCERNING DECORATIONS

Flowers are allowed only on the altars and arrangements will be placed by a member of our Altar Guild. Wreaths can be placed on the entrance doors and the pots outside the main entrance can be re-planted. The Altar flowers normally remain on the altar for the following Sunday services as a reminder to the congregation of the Wedding that has taken place. Dropping of flower petals, runners, floral arches and candles on pews are not allowed.

ABOUT THE REHEARSAL

The rehearsal is always under the direction of the officiating minister and our wedding coordinator. Those participating in the rehearsal should be present 15 minutes ahead. Please bring the following to the rehearsal:

- All fees (a letter outlining the fees will be sent via email the week of the wedding)
- Wedding license
- Bulletins

CONCERNING PHOTOGRAPHS

Please provide us with your photographer's contact information, and we will send our photography guidelines to him/her and copy you.

FEES AND OTHER REQUIREMENTS

- For members, there is no fee for the use of the church. Nor is there any fee for the Officiant, although an honorarium is suggested.
- Non-members will be charged \$1,000 for the use of the building, and \$750 for the minister's time in pre-marital instruction, the rehearsal and the officiating.
- A \$250 fee to the music minister, a \$150 fee to the Sexton, and a \$300 fee to the Church's marriage facilitator will be paid by all couples.
- If you wish to have our carillon played before or after the service we ask that \$100 be paid to the carillonneur. All fees are due at the rehearsal.
- The latest time of day for a wedding is 6 p.m.
- One of our music ministers plays for all weddings, unless other arrangements have been made with the music minister.

FEES AND OTHER REQUIREMENTS

- The Church provides a Wedding Bulletin, the cost of which is the responsibility of the couple. Examples are available upon request. The Wedding Bulletin must be approved at least two weeks prior to the wedding.
- No outside facilitator/director is permitted.

WEDDING PREPARATION TIMELINE

- Make appointment with a Christ Church minister to discuss potential wedding.
- With minister approval, set wedding date. Make appointment for follow up instructional meetings with minister.
- Complete Wedding Information Sheet.
- Two months prior to wedding, send completed Bulletin Prep page to Marcy Hooker (marcy@christchurchville.org).
- One month prior to wedding, review bulletin and make arrangements to print bulletin.
- Day before wedding, bring marriage license, bulletins and all fees to rehearsal.