



# Christ Church Detroit Wedding Planning Guide

The occasion of a church wedding is one of great joy and seriousness of purpose. A man and a woman make a public commitment before God and his people. In order for such an occasion to reflect the joy, hope, and peace of a new life together, it is important that there be careful planning for the service. Following are some of the items that must be considered.

## Requirements of the Episcopal Church

A proposed marriage must comply with the laws of the state and the canons of this Church. Both parties shall have received instruction as to the nature, meaning, and purpose of Holy Matrimony. **At least 90 days' notice is required**, but for weighty cause this time limit may be reduced. Both parties must sign a Declaration of Intention that states they intend their marriage to be what the Episcopal Church has defined it to be. At least one of the persons must be baptized. Persons with a living former spouse may be married under certain circumstances that one of the clergy will be happy to explain. It shall be within the discretion of any minister of this church to decline to solemnize a marriage.

## Requirements of Christ Church-Detroit

Marriage in the Episcopal Church is a community sacrament that allows for all members of the congregation to be a part of the celebration and be of support to you in your life afterward. **Non-Episcopalians who wish to be married at Christ Church must worship in this community for at least six months prior to marriage.** It is expected you will be a part of the church happenings, thus giving all of us a chance to become better acquainted. Perhaps you might even reach the decision to join the congregation. We hope so.

**All weddings at Christ Church are in accordance with the 1979 Book of Common Prayer and in consultation with the Christ Church staff regarding procedures and standards.**

It is necessary to have a certain uniformity of procedures to avoid confusion. Arrangements can be made for visiting clergy to assist in any wedding ceremony (this is very helpful in ecumenical weddings), but the Christ Church staff and the Christ Church Wedding Coordinator are responsible for conducting the rehearsal and directing the wedding.

Persons applying to receive the Sacrament of Marriage at Christ Church must:

- 1) meet the requirement that at least one of the couple is baptized;
- 2) meet the requirement of regular in attendance at worship for no fewer than six months prior to the scheduled wedding;
- 3) **secure a date and time from the office and with the wedding consultant before any other arrangements (for halls, etc) are made.** Such date and time will not be confirmed until after the applicants have kept an initial appointment with the priest of Christ Church who will celebrate the marriage, and the Declaration of Intention, the Information Form, and the Testimony of Conformity have been completed and received by that priest;
- 4) agree to the required number of pre-marital counseling sessions with the priest before the scheduled date of the wedding;

- 5) subscribe to and indicate full understanding of the Wedding Guidelines;
- 6) Guarantee payment of the appropriate fees, which listed below. **All fees are to be paid sixty (60) days prior to the wedding date. A cashier's check or money order should be made payable to Christ Church Detroit.** Any additional fees will be billed to you.

In addition to those already given, the following guidelines must be adhered to:

### **Wedding Consultant**

Liza Parkinson serves in this capacity at Christ Church. She will consult with the couple and officiating clergy and will conduct the rehearsal and direct the wedding. Her advice is in keeping with the practices of the Episcopal Church, **and no outside consultants may be used in these capacities.** Initial contact is made through the church office.

### **Music**

The use of hymns, sacred music, and the organ is encouraged in all pastoral offices. The Organist/Choir Director of Christ Church-Detroit will play for all weddings unless special arrangements are made through him for a guest organist. Guest organists must be approved by the Church organist and must have an interview to familiarize them with Christ Church's organ. (The Organist's fee is to be charged in full, even if a guest organist is approved.)

Both instrumental and vocal music at weddings must be of a high standard and of a worshipful nature. Song texts should be biblical or religious. Love songs and popular songs are more appropriate for the reception than the worship service. The Organist must approve soloists, both instrumental and verbal.

In the event extra rehearsals are needed for special musical numbers, extra remuneration will be agreed upon by the Organist and wedding couple.

The couple should schedule an appointment with the church organist at least four (4) weeks prior to the ceremony. Vocal and instrumental solos are not normally permitted, and hymns (if any) are to be taken from the Episcopal Hymnal. Music is to be chosen from the rich traditions of religious music in consultation with the organist. **All music at Christ Church is under the direction of the organist and must be approved before it may be used.**

### **Decorations**

The wedding consultant will advise the wedding party about the number and kind of flowers, candles, etc. that are used at Christ Church. The Altar Guild is responsible for all decorations in the church, such as flowers for the altar, markers on family pews, etc. The Altar Guild places and removes all flower and candles. **Altar flowers and other church decorations must be secured through the florist used by Christ Church and are ordered by a member of the Altar Guild in consultation with the bride. No outside consultants are used.** Personal flowers for the bridal party should be delivered to the Church no less than one hour prior to the ceremony. It is customary for wedding flowers to remain on the altar as a thank offering, after which they are distributed to members of the parish who are ill.

## Rehearsal

The rehearsal is normally held the day before the wedding. All members of the wedding party are expected to attend and to be on time. Rehearsal should be limited to one hour.

## Ushers

Ushers should arrive at the church 45 minutes before the wedding. Ushers are asked to inform guests with cameras that no photography is allowed during the ceremony. Because this is an act of worship and the risk of distraction is so great, **the policy of no photography is not negotiable.**

## Receptions

Cary Lounge and Ledyard Hall are available for receptions. Reservations for the use of either facility should be made with the Church office.

# Christ Church Detroit Wedding Fees

<b>Event</b>	<b>Active Member</b>	<b>Inactive &amp; Non Members</b>
<b>Weddings:</b>		
<b>Church Building</b>	<b>-0-</b>	<b>750.00</b>
<b>Wedding Coordinator</b>	<b>150.00</b>	<b>250.00</b>
<b>Aisle Candles</b>	<b>100.00</b>	<b>100.00</b>
<b>Sexton / Security</b>	<b>250.00</b>	<b>250.00</b>
<b>Clergy (counseling &amp; service)</b>	<b>- 0 -</b>	<b>-0-</b>
<b>Organist</b>	<b>350.00</b>	<b>350.00</b>
<b>Organist with Singer</b>	<b>500.00</b>	<b>500.00</b>
	<b>w/rehearsal</b>	<b>w/rehearsal</b>
	<b>150.00</b>	<b>150.00</b>
	<b>additional rehearsal</b>	<b>additional rehearsal</b>
<b>Receptions:</b>		
<b>Ledyard Hall</b>	<b>-0-</b>	<b>500.00</b>
<b>Cary Lounge</b>	<b>-0-</b>	<b>300.00</b>
<b>Sexton</b>	<b>Check with Office</b>	<b>Check with Office</b>

Checks should be made payable to "Christ Church, Detroit." **Due 60 days before the event.**

Checks for the organist should be made out to them personally.

Checks are to be sent or brought to the church before the rehearsal. Bulletin fees are negotiable.

**Clergy Honorarium**

**\$150.00 minimum donation**

**All fees are subject to adjustment.**

## GUIDELINES FOR WEDDING PHOTOGRAPHERS

1. Upon arrival, please check in with the priest, the church wedding consultant, and the Altar Guild member on duty.
2. Pictures of the principals may be taken only as they enter and leave, **and only in the very back** of the church. **Photographers are not to stand in the aisles to take pictures.** Absolutely no pictures may be taken during the ceremony.
3. A picture of the procession **after the wedding** may be taken from the north end of the church.
4. Opportunity will be given to take photographs following the ceremony. However, please make every effort to limit this time to 30 minutes. Please do not abuse this privilege as several people are waiting to complete their work in the church and sacristy. It is suggested that as many pictures as possible be taken prior to the ceremony.
5. We will be glad to pose for pictures during the thirty-minute period.
6. It is not allowed to move any Church furniture or Altar-ware during picture taking.
7. The photographer, guests, and members of the wedding party **are not allowed within the altar rail.**

Thank you for your cooperation.

Please sign and return one copy to the church office.

We understand and agree to abide by the guidelines set forth for wedding photographers.

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Photographer's signature

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Bride's signature

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Photographer's Name (printed)

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Street Address

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City and Zip

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Telephone number including area code

**TESTIMONY OF CONFORMITY  
to the  
CANON LAW OF THE EPISCOPAL CHURCH**

We, \_\_\_\_\_ and \_\_\_\_\_

now signify to (priest) \_\_\_\_\_ our desire to be married according to the service for the solemnization of Matrimony in the Book of Common Prayer. We intend our marriage to conform to the canonical requirements of the Episcopal Church and the laws of the State of Michigan. Furthermore, we wish to affirm that to the best of our knowledge none of the following impediments to our proposed marriage exists:

1. There is no blood relationship within the prohibited degrees.
2. There is no mental deficiency in either of us sufficient to prevent the exercise of intelligent choice.
3. There is no insanity in either of us.
4. We have both reached the age of puberty.
5. There is no condition of impotence, sexual perversion, nor venereal disease in either of us undisclosed to the other.
6. Neither of us is now married.
7. Neither of us has any mental reservations or purpose of evasion in our intention concerning this marriage, nor do we have any secret or undisclosed agreement with any other person that would be inconsistent with the purpose of the marriage contract and the canons of the Church.
8. None of the following considerations exists that would make competent or free consent impossible: Error as to the identity of either party; fraud, coercion, or duress; or defects of personality (this could include chemical dependence on alcohol or drugs).
9. We understand and agree that should our marriage be imperiled by dissension it shall be the duty of one or both of us, before contemplating legal action, to lay the matter before a priest of this Church.
10. We agree to the conditions and will sign the Declaration of Intention in preparation to the proposed marriage.

\_\_\_\_\_  
Groom's Signature

\_\_\_\_\_  
Bride's Signature

\_\_\_\_\_  
Priest's Signature

\_\_\_\_\_  
Date

**WEDDING GENERAL INFORMATION**

**Groom:** \_\_\_\_\_

\_\_\_\_\_ day phone

\_\_\_\_\_ Address (street)

\_\_\_\_\_ evening phone

\_\_\_\_\_ City State Zip Code

\_\_\_\_\_ Occupation

Bachelor or Widower \_\_\_\_\_

Number this marriage \_\_\_\_\_

Baptized Yes No

Denomination \_\_\_\_\_

Confirmed Yes No

Denomination \_\_\_\_\_

Communicant Yes No

Denomination \_\_\_\_\_

Date of Birth \_\_\_\_\_  
month day year

Place of Birth \_\_\_\_\_  
city state

Father \_\_\_\_\_  
first middle last

Mother \_\_\_\_\_  
first middle maiden last

\_\_\_\_\_ Address Street

\_\_\_\_\_ Address (if different) Street

\_\_\_\_\_ City State Zip Code

\_\_\_\_\_ City State Zip Code

Witness \_\_\_\_\_

\_\_\_\_\_ Address Street City State Zip

**Bride:** \_\_\_\_\_

\_\_\_\_\_ day phone

\_\_\_\_\_ Address (street)

\_\_\_\_\_ evening phone

\_\_\_\_\_ City State Zip Code

\_\_\_\_\_ Occupation

Bachelor or Widower \_\_\_\_\_

Number this marriage \_\_\_\_\_

Baptized Yes No

Denomination \_\_\_\_\_

Confirmed Yes No

Denomination \_\_\_\_\_

Communicant Yes No

Denomination \_\_\_\_\_

Date of Birth \_\_\_\_\_  
month day year

Place of Birth \_\_\_\_\_  
city state

Father \_\_\_\_\_  
first middle last

Mother \_\_\_\_\_  
first middle maiden last

\_\_\_\_\_ Address Street

\_\_\_\_\_ Address (if different) Street

\_\_\_\_\_ City State Zip Code

\_\_\_\_\_ City State Zip Code

Witness \_\_\_\_\_

\_\_\_\_\_ Address Street City State Zip

Permanent Address after marriage:

\_\_\_\_\_ Address Street City State Zip

\_\_\_\_\_ phone

**In the Name of the Father, and of the Son, and of the Holy Spirit. Amen.**

**Declaration of Intention**

We,

---

Groom

and

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Bride (maiden name)

desiring to receive the blessing of Holy Matrimony in the Church, do solemnly declare that we hold marriage to be a lifelong union of husband and wife as it is set forth in the liturgical forms authorized by this Church.

We believe it is for the purpose of mutual fellowship, encouragement and understanding, for the procreation (if it may be) of children, and their physical and spiritual nurture, and for the safeguarding and benefit of society, and we do engage ourselves, so far as in us lies, to make our utmost effort to establish this relationship and to seek Gods help thereto.

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Signature of Groom

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Signature of Bride (maiden name)

**Dated** \_\_\_\_\_ **A.D.** \_\_\_\_\_



**WEDDING DATA FORM**

Please **print** all information

Wedding Date \_\_\_\_\_ Time \_\_\_\_\_

Rehearsal Date \_\_\_\_\_ Time \_\_\_\_\_

Groom \_\_\_\_\_

\_\_\_\_\_ day phone number evening phone number

Bride \_\_\_\_\_

\_\_\_\_\_ day phone number evening phone number

Number in wedding party \_\_\_\_\_

Number of guests expected \_\_\_\_\_

Number of family pews to be reserved \_\_\_\_\_  
Bride Groom

Altar flowers desired Yes No

Bride dressing at church Yes No Arrival time \_\_\_\_\_

Bride to be presented Yes No By whom: \_\_\_\_\_

Couple to be presented Yes No By whom: \_\_\_\_\_

One ring or two \_\_\_\_\_

Will this be a nuptial Eucharist? Yes, No

Will you present bread and wine offerings? Yes No

If not, who will present \_\_\_\_\_

**Choice of Bible Readings**

1) Text \_\_\_\_\_

Reader \_\_\_\_\_

2) Text \_\_\_\_\_

Reader \_\_\_\_\_

3) Text \_\_\_\_\_

Reader \_\_\_\_\_

**Prayers of the People to be led by:**

Name \_\_\_\_\_

**Other requests:**