

*All Saints' Episcopal Church
171 West Pike Street
Pontiac, MI 48341
(248)334-4571*



*Weddings at All Saints'
Guidelines for the Sacrament of Holy Matrimony*

Updated January 2011

Dear friends,

I am delighted that you are considering All Saints' Church as the venue for your wedding ceremony. An exciting part of my ministry is to prepare couples for this important time in their life together and to celebrate and bless their marriage. I hope that this booklet will serve as an initial and helpful way for me to communicate the policies and traditions that serve as guidelines for all weddings performed here. Please read through this entire booklet carefully, and if you have any questions please contact me at 248-334-4571 or by email at kjohanns@allsaintspontiac.org. I look forward to the possibility of sharing in the joy of your wedding with you!

Faithfully,

(The Rev.) Karen Johanns
Rector

The Celebration and Blessing of Marriage

The marriage of two people is a holy union. It begins with your desire to form a lasting, lifelong partnership with another person in God's love, and continues throughout your lives as an unfolding process of intentional living and growing together. In a marriage, each of you as an individual and together as a couple, gradually mature in mutual love. A wedding is a sacred ritual that acknowledges and celebrates your desire to enter that lifelong relationship and establishes a path that you promise to travel together. By uniting within the context of a faith community, you recognize that God is active in the love you feel for one another. You make your vows before God and the gathered community of family, friends and the Church, and receive the grace and blessing of God to help you fulfill your promises. Your marriage is a sacrament – an outward and visible sign of God's grace bringing you together and nurturing your love.

Weddings in the Episcopal Church

A wedding in the Episcopal Church is governed by The Book of Common Prayer, Canon Law, and the laws of the State of Michigan. The Book of Common Prayer is the foundation for all Episcopal worship services and provides the framework in which a wedding is celebrated. As you plan your ceremony with a member of our clergy staff you will be offered a number of different options available within the framework of the Book of Common Prayer so that your wedding rite will feel personal and meaningful to you.

The Episcopal Church requires that at least one of the couple be a baptized Christian, the ceremony be attested to by at least two witnesses, and the marriage must conform to state law and the Canons of the Church. While it is not necessary for the couple to be members of All Saints' Church, it is strongly recommended that you attend at least one worship service with us so that you can gain a "feel" of how worship is conducted in our sanctuary. If you are not currently members of any church we encourage you to seek out a faith community so that your marriage vows can be supported and nurtured.

Because wedding ceremonies are considered a part of our spiritual and sacramental life, the church is not available for rental by couples who, for whatever reason, are unwilling or unable to abide by the Episcopal Church's guidelines for a service of Holy Matrimony.

Prior Marriages

If either of you have been previously married, the officiating priest must meet with you at least 6 months prior to the wedding date to discuss the previous relationship. Canon law requires the consent of the Bishop of Michigan for a new marriage. Specific paperwork must be completed with a formal application to the Bishop requesting permission to remarry. The Rector will assist you in this process.

Scheduling

We will schedule your wedding no more than 18 months but no less than four months in advance (six months if there has been a previous marriage). This allows time to plan your service, complete your series of counseling sessions, and arrange all the many details that go along with planning a wedding celebration. It also increases the chance that your chosen date will be available given All Saints' full schedule of activities.

Weddings are scheduled only through the Rector in consultation with the Parish Administrator. While we are generally able to be flexible as to your desired date, both the building and a member of the clergy staff must be available in order for a wedding to be scheduled. **You may reschedule your date if necessary, but deposits are non-refundable if you choose to cancel.** Marriage liturgies are not scheduled during Lent, Holy Week, the week before and after Christmas, or on any Sunday except in case of pastoral necessity.

Fees

Pledging members	\$425.00	(\$275 + \$150 organist fee)
*Non-pledging members	\$550.00	(\$400 + \$150 organist fee)
*Non-members	\$750.00	(\$600 + \$150 organist fee)

**A non-pledging member is defined as someone who is regular in attendance at worship but does not financially support the parish through a yearly pledge, while a non-member is defined as someone who neither worships at All Saints' nor contributes financially through a yearly pledge. The larger fees for those who are not pledging members of the parish includes a contribution towards our ministries.*

This fee includes the use of the church for up to one hour on the day of the rehearsal and up to three hours on the day of the wedding, fees for the clergy and musician, the services of a sexton and the parish Altar Guild, production and printing of a service leaflet, use of parking facilities, and use of the Rose Kneale Room and Library by members of the wedding party. Fees do not include additional musicians, use of parish facilities other than the ones listed above, or the use of a pre-marital counselor outside All Saints' clergy staff. A \$100 deposit is required to hold the wedding date, and all fees must be paid within 30 days of the date of your wedding.

Planning your Wedding

Once you have read through this booklet and decide to have your wedding at All Saints, your next step is to contact the Rector in order to schedule your wedding date. You will then be sent a Marriage Request Form that will need to be filled out completely and submitted to our office along with a \$100 deposit. Our office needs to receive both your form and the deposit within 30 days in order to continue to hold your preferred date. Once your paperwork has been received the Rector will contact you in order to schedule your first pre-marital counseling session.

Counseling

While your wedding ceremony is very important, our primary interest is your marriage. Premarital counseling services for weddings at All Saints' Church are provided by the Rector, who will meet with you for three to six sessions covering a variety of topics common to human relationships and family matters. If attending counseling at All Saints' is not possible due to distance from the church it is your responsibility to fulfill this requirement by finding a clergy person or a marriage and family therapist to do the counseling. If you are using a counselor other than the cleric who will perform your wedding, the sessions must be completed one month before your wedding date, and a short report must be sent to the church. Pre-marital counseling with a member of All Saints' clergy staff is included in the wedding fee.

Visiting Clergy

Visiting clergy are welcome to take part in your wedding ceremony. They will have an assisting role, generally being invited to lead prayers, read the Gospel, or preach. In all cases the presiding cleric will be a member of All Saints' staff and will provide the signature on your marriage license. Any expenses incurred by visiting clergy should be arranged between the cleric and the couple.

Music

Lois Kaarre, All Saints' Director of Music, will work with you to select appropriate music for your wedding. Because a wedding is a service of worship, the liturgical guidelines for music are subject to the same standards as music for any other worship service. All selections must be approved by the Director of Music and all arrangements must be finalized within two weeks before your wedding. Ms. Kaarre or her designate will provide the organ or piano music at your ceremony and can also make arrangements for any additional musicians you wish to have. Please do not invite musicians to play or sing at your wedding without Ms. Kaarre's approval.

Flowers and Other Decorations

Flowers are not provided by the church, but we are happy to provide a list of local florists. Floral decoration should be completed at least one hour before the ceremony is to begin. You may either take your flowers with you or leave them as an offering for our Sunday worship.

Altar candles are provided for your wedding. Because your wedding vows are an extension of your baptismal vows, the Paschal candle (Easter candle) will also be burning for your ceremony.

Aisle runners are not used as they distract from the elegance of our worship space and create a safety hazard.

Confetti, rice, birdseed, rose petals, or other such items are not permitted inside the church or on the grounds. Bubbles or sparklers are a delightful alternative and may be used outside the church as you exit the worship space following your service.

Service leaflets

Because of the participatory nature of every wedding, your service leaflet is a very important part of your wedding. It contains information that guides those in attendance through the wedding liturgy and helps them actively participate as a community supporting and witnessing your marriage. All Saints' staff will prepare your service leaflet and will provide copies for your guests. While you may use a commercial printer for your service leaflets, please allow us to prepare the working draft.

Photography and Videography

Your wedding is an occasion that you'll surely want to capture on film! Please ask your photographer, relatives, and friends to abide by the following guidelines:

- Flash photography is not permitted during the ceremony.
- Please do not go further than the foot of the sanctuary steps in order to take pictures.
- Please keep the aisles clear of equipment, especially the center aisle.
- Plan your photo session for after the service. This will ensure a more relaxed, unhurried atmosphere for everyone.

The Wedding Rehearsal

A rehearsal, led by the clergy, takes place in advance of your wedding. The purpose of the wedding rehearsal is to help make you and your wedding party become more comfortable with your roles in the service. Attentive participation in the rehearsal helps everyone become more familiar with the worship space and the service itself. Everyone who has a role in the service, including attendants and anyone who will be reading Scripture or prayers, should be in attendance. Rehearsals customarily take place in the afternoon or early evening on the day before the wedding, but may take place up to one week in advance.

Receptions at All Saints'

All Saints' has two spaces available that are suitable for receptions:

The Rose Kneale Room is a beautifully furnished sitting room directly across from the church sanctuary. There is a small kitchen off this room. It is suitable for a standing affair with passed hors d'oeuvres or a buffet, and can hold up to 60 persons.

The Auditorium is a large room complete with a stage for a band or DJ and has an adjoining commercial-style kitchen. It is suitable for either a sit-down dinner for up to 125 people or a buffet for up to 220.

Our church building is universally accessible, with an elevator to all floors, a unisex restroom that can accommodate walkers or wheelchairs, and a ramp entrance.

There are additional fees for the use of these facilities. If you are considering holding your wedding reception at All Saints,' please contact Norma Warner, our Parish Administrator, in order to arrange for a tour. Although we cannot provide catering services we do have a list of excellent local caterers who are familiar with our facilities. You may also make arrangements with your own caterer, although we recommend that they contact our office prior to your wedding day in order to arrange for access and delivery.