



# Guidelines to Weddings at St. Paul's

## Welcome!

We are delighted you are interested in making St. Paul's a part of your wedding celebration. We want to do everything possible to make sure your wedding is a wonderful and memorable occasion. Even more importantly, as you begin your new life together, we also want to do all we can to support you in building the strongest possible marriage. We hope this will be a time in which you come to know Jesus Christ in a deeper way. With all this in mind, we have developed the following wedding guidelines to help in your thinking and planning and deciding if St. Paul's is the church for you. Please read carefully what we have to say, then feel free to share any questions or comments you may have.

## 1. An Overview

The Bible teaches us to hold marriage in very high regard. The Anglican Marriage believes: "Marriage is a gift of God and a means of his grace. It is a way of life that all should reverence, and none should lightly undertake." At St. Paul's we "reverence" marriage by taking each aspect of planning and preparation seriously.

Marriage is God's good gift to humankind - both Christian and non-Christian. It was instituted by God himself and was intended from the beginning to reflect God's love and faithfulness to the whole human race. Recognizing this, St. Paul's marriage preparation is open to people at all stages of their spiritual journey - from the honestly seeking to the committed follower of Jesus.

While Christians have no monopoly on marriage, it is Christ's living presence in a couple's life together, and mutual submission to his authority (based in love), which sets Christian marriages apart. Therefore, we are convinced the most effective thing we can do to support marriages is to point to Jesus Christ and to help couples grow in their relationship with him. If you are already married and are seeking a Christian blessing for your marriage, we would be pleased to support you in this endeavour.

## 2. Who gets married at St. Paul's?

At St. Paul's we are committed to ensuring the highest quality of care for the couples married here. We are prepared to invest time and energy in every wedding we do. Of course, our resources are not unlimited. For this reason, we only perform weddings for members of the parish. A member of St. Paul's is defined as someone who seeks to follow Christ as Lord, regularly attends services here and supports the ongoing ministry of this church. If you are not a member currently, but are interested, we would love to help you. Marriage is an exciting time, and it can become a great deal more exciting and meaningful through understanding more about Jesus Christ.



## 3. Initial Application

If you are interested in making this commitment to be married at St. Paul's, first begin attending a Sunday morning service and speak to one of our Clergy. They will be able to answer any initial questions you have regarding the ceremony. Next the Application for Marriage Preparation form will need to be completed and submitted to the church office, to the attention of the Administrative Assistant.

A member of the clergy team will call you at this point to advise you of the next steps. Your wedding ceremony is not confirmed until you receive a confirmation letter outlining planning details.

#### 4. Officiating Clergy

St. Paul's clergy perform all weddings at St. Paul's. We cannot guarantee a specific Cleric will officiate at your wedding, but rest assured we can guarantee a Clergy person will be assigned to support you, based on availability and the information you provide in your initial application. It is also vital to note the Officiating Clergy will be delighted to work with you as a couple but will not work through family members, wedding planners or other ancillary help you might have chosen.

#### 5. Date and Time of Your Wedding

Choosing the right day and time for your wedding is an important detail. To allow for photographs, set-up and cleanup, at least three hours must be allowed between weddings and there will be a maximum of two weddings on any given day. The space chosen for your wedding will be reserved for three hours - 1 hour prior for setup, 1 hour for the ceremony and 1 hour post ceremony to allow for cleanup. Weddings are not performed during the week before Easter, the month of December or on Sundays. Six months notice is required to schedule a wedding. Date and time slots are filled only upon confirmation of commitment and on a first-come, first-served basis.

#### 6. Marriage Preparation

"Your wedding is one day - your marriage is a lifetime." At St. Paul's, we want all the couples married here to have the strongest possible marriage. To help you achieve this goal, we require you to participate in the parish's marriage preparation program. Our current program involves:

- a. The Marriage Course, a five to seven week course over dinner which is designed to help you understand together what a Christian marriage entails. You won't be asked to share any information with the larger group. During this time, you as a couple will have the opportunity to discuss everything from spirituality to communication.
- b. Couples are required to fill out, and discuss with a member of our Clergy team the FOCCUSS questionnaire. This will help you grow in communication and understanding toward building a strong foundation for your marriage.
- c. Attending pre-marital counselling meetings with the Clergy person performing your ceremony.

#### 7. Divorce/Remarriage

If either of you has been divorced, a Clergy person will meet with you to discuss the issues surrounding your remarriage. Permission for remarriage in the Anglican Church must be obtained from the Rector of the parish. This process takes a minimum of six months.

#### 8. Legal Requirements

You must obtain a Marriage Licence at any City Hall in Ontario. It is not necessary for both of you to go, but you must have proper identification for both of you and your Certificate(s) of Divorce if applicable. It is valid for 90 days. If you are to be married at St. Paul's, this licence must be in the St. Paul's Church Office, marked "wedding licence", at least two weeks before the wedding

service. As a memento of your wedding, a Record of Solemnization of Marriage

will be given to you by the Officiating Clergy. Please note, however, that this is not an official legal certificate. The marriage certificate is issued by the Province of Ontario and can be obtained at the same place you applied for your marriage licence.



#### 9. Facilities and Service Details

*Parking* – St. Paul's does not have a parking lot, but paid parking is available near the church. A list of available parking lots can be provided upon request.

*The Order of Service* - St. Paul's provides order of services that follow either The Book of Common Prayer or The Book of Alternative Services. Participation by non-parish clergy or musicians within the service is limited to a number of specific roles, subject to direction by the Officiating Cleric. The Officiating Clergy will choose what participation is appropriate.

*Church Decorations* - As part of our service to you, the flowers for the High Altar for the coming Sunday are coordinated with you as much as possible. The Flower Convenor, a member of the St. Paul's Chancel Guild, will be glad to discuss your request with you (contact information will be provided once your wedding date has been confirmed). You are welcome to bring in additional flower arrangements and pew decorations at your expense and with the permission of the Officiating Cleric. These belong to you and can be taken with you for your Reception if you wish. The church also has a pair of candelabra you may borrow if you provide standard dripleless candles. If you give us advance notice, we will see the church is unlocked for florists and other authorized persons one hour prior to the ceremony.



*No Confetti, Rice, Flower Petals or Birdseed Please* - in consideration of the church property, please ensure no confetti, rice, flower petals or birdseed are thrown either in or about the church facilities.

*Photographs and Video* - Photographs and video are a welcome way to preserve special memories of your wedding. We ask you, however, to remind your photographer and guests to respect this sacred space and the dignity of the service by not taking flash pictures during the actual ceremony. Guests may take photos during the Processional, Recessional, and the Signing of the Registers. Please refer to the "*Wedding Photography and Videography Policy*" for more in-depth details. Our staff will be glad to meet with your official photographer and/or videographer on the day of your wedding to show them the best locations for unobtrusive shots using available light during the service.

*Service Bulletins* - Some couples want to provide a service bulletin for those who attend their wedding. We are happy to help with planning and producing a simple bulletin for you. We are able to provide 250 black and white bulletins. Should you like to have colour bulletins, these are available at an additional cost. Please let the Clergy person or Administrative Assistant know as early as possible (no later than one month before your wedding) if you would like St. Paul's to provide service bulletins for your guests. The Clergy conducting your ceremony will have final approval of the bulletin.

## **10. Invitations**

Please do not have your invitations printed until the date and time of your wedding have been fully confirmed by St. Paul's. The suggested form for the address of the church is:

St. Paul's Bloor Street  
227 Bloor Street East  
Toronto, ON M4W 1C8

## **11. Wedding Music**

Arrangements for the music are in the hands of the Music Director. He is available to discuss with you hymns and other music you would like to have included. He is also available to make suggestions, and, if you have no requests for particular music, will be happy to make appropriate selections for you. All music must be suitable for a service of worship in the church. Please note, the organist should be consulted at least four weeks before your wedding and prior to your making arrangements for soloists or other instrumentalists. The Officiating Cleric conducting your ceremony will have final approval of the music.

## 12. Rehearsal

It is very important for all wedding participants to feel as confident and well-prepared as possible during the service, so, for all weddings rehearsal is required. Please arrange this with the Cleric conducting the ceremony. The rehearsal is usually 60 minutes in length, and all members of the wedding party are asked to be present. The Thursday or Friday evening before the wedding is the appropriate time for a wedding rehearsal.



## 13. The Wedding Day

The ushers arrive at the church 45 minutes before the service; the groom and best man, 30 minutes before. As a consideration for other weddings that may be scheduled after yours, the Bridal Party is to arrive 15 minutes early so the service can begin on time. Services starting more than a few minutes late may be postponed if the Officiating Cleric feels they will delay other weddings or events. Our staff will be on hand to provide assistance where required. Because of their many commitments, the Cleric does not expect to be invited to your reception.

## 14. Costs

We offer an all-inclusive fee that includes honorariums for the staff as well as 3 hours (1 hour prior to 1 hour after your ceremony) of reserved space for your ceremony. Because of some exceptionally late starts in the past and out of consideration for other couples, we have added a late-start deposit. It will be refunded after the wedding if the ceremony begins no later than 15 minutes late. If there is an undue delay our staff will be on hand to assist as required. A wedding delayed over an hour may be cancelled at the discretion of the leadership of St. Paul's. The premium for the Great Hall addresses the reality of more complex and staff-intensive preparation.

<b>Basic Fee</b> ( <i>Sanctuary Wedding</i> )	<b>\$1,500.00</b>
<b>Late-start Deposit</b>	<b>\$250.00</b>
<b>Great Hall Premium</b> ( <i>additional</i> )	<b>\$500.00</b>

\*\* Please provide two separate cheques a month prior to your wedding date:

1. The late-start deposit (can be post-dated for the day of your wedding)
2. The remainder of your fee is due,  
Sanctuary Wedding - \$1,500.00  
Great Hall Wedding - \$2,000.00

If paying by cheque payment is required at least a month prior to your wedding day.

If paying by cash or certified cheque, payment is required two weeks before your wedding.

## 15. Questions? Comments?

As you plan your wedding, we are here to help in any way we can. After reading these guidelines, please speak to the Administrative Assistant if you have any questions or comments.



St. Paul's Bloor Street

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