

Saint James Church Wedding Guidelines

Congratulations on your forthcoming marriage! It is appropriate for Christians to begin their life together as man and wife in the church. Because marriage is an institution designed by God--the clergy and staff of Saint James are deeply committed to our role in the success of your marriage. It is our prayer that your wedding will be a beautiful and wonderful event and the beginning of a rich and fulfilling relationship with your spouse and with God. The following information will guide you through the wedding process at Saint James Church.

Please read the following carefully and, if there are questions, discuss them with the Saint James Parish Administrator or Wedding Coordinator as early as possible to avoid last minute disappointments or surprises.

I. PRELIMINARY ARRANGEMENTS After reading these guidelines, please contact the Church Office (843/795-1623) Parish Administrator to discuss possible dates for your ceremony. Remember weddings will not be scheduled during Lent. The Parish Administrator will speak with the clergy you have requested to officiate your wedding and call you back to set the wedding date and time and rehearsal date and time. You will then be asked to complete a Holy Matrimony information form. Prior to meeting with the Saint James Wedding Coordinator, please complete and turn in the information form to the church office. ***Our policy is that either the bride or the groom must be an ACTIVE MEMBER of Saint James Church*** or that there is some substantial family connection with this parish. If either or both of you are not Anglican, in order to become a member, it is required you attend confirmation classes and be confirmed by a Bishop of our Diocese. These classes are prior to the Bishop's visitations.

Every effort will be made to give you your first choice of date, but there are schedules of events at Saint James Church which must be checked to avoid scheduling conflicts.

The Canons of the Church require the clergy be given at least a 30 day notice before a wedding is to take place. We strictly adhere to this requirement. If one or both of the parties has previously been married, it is still possible to be married in the church, but certain criteria must be met, including receiving permission from the Bishop of our Diocese. This takes time and, therefore, a 120 day notice before the wedding is required.

II. PREMARITAL COUNSELING Pre-marital counseling with the clergy is required before the wedding. The number of pre-marital sessions will be set by the clergy officiating your ceremony. Please call the Church Office - Parish Administrator to set these appointments. These sessions are designed as an aid in making your marriage a good one, and in giving your marriage Christian underpinning and support.

A. Please call the Church Office - Parish Administrator to schedule a time to take the Prepare-Enrich Inventory, which is a measure of couple compatibility, including relationship strengths and growth areas. The cost is \$35 and payable at the time the inventory is administered.

B. You will meet with clergy for 3-5 sessions to discuss the inventory and to work on areas of concern for the relationship. These sessions are an opportunity for you to raise questions, issues, and challenges you might have, and to discuss with a priest the nature of Christian marriage.

III. GENERAL INFORMATION A wedding at Saint James Church is a Christian service in the Anglican tradition. We use a Crucifer to lead the bridal party procession. The Book of Common Prayer is used at all our wedding services. The Saint James Wedding Coordinator will assist at the rehearsal and the wedding and **no outside bridal consultants** will be allowed. Bridesmaids, groomsmen, ushers, and other participants should be persons who can, in good conscience, commit themselves to a Christian worship service. If desired, personalized service leaflets will be prepared by the Saint James' staff according to our set format for those leaflets for a nominal charge (see below).

IV. SAIN'T JAMES WEDDING COORDINATOR After the wedding date and time and rehearsal date and time have been set, the next thing to do is set an appointment with Saint James Wedding Coordinator. The Parish Administrator will assist you with setting up the initial appointment with the Saint James Wedding Coordinator. The Wedding Coordinator will assist you with all other aspects of the planning of your marriage ceremony at Saint James Church.

V. MUSIC After you have met with the Wedding Coordinator an appointment will be made for you to meet the Saint James Church organist. The church organist plays for all weddings at Saint James Church unless permission is granted from the clergy for someone else to play. Plans for music should be made with the organist by the bride and groom. Any music which is to be played by an instrumentalist or sung by a soloist must be approved by the organist as well. Because the wedding is a worship service, all music must be appropriate in this setting.

VI. THE CEREMONY & HOLY COMMUNION If you desire that Holy Communion be included as a part of your wedding ceremony, you should discuss this with the clergy assisting you. Holy Communion will not be limited to the couple being married or to the wedding party only. The entire congregation will be invited to receive Holy Communion.

Church Arrangements for the Wedding Ceremony

I. FLOWERS AND CANDLES The only flowers permitted in the church itself during your wedding will be those flowers in the two vases on the altar and a flower or bow placed on the ends of the pews. **No other flowers or greenery will be permitted.** The Saint James Church Wedding Coordinator will supervise the placement of the flowers on the altar. **The bride must discuss the altar flowers and the florist with our Wedding Coordinator.** All other flowers (the bride's, attendants', as well as boutonnieres for the bridegroom, best man, and ushers) should be delivered to the church at least one hour before the wedding. Those flowers are the responsibility of the bride and bridegroom or someone in the wedding party that the bride and groom appoint (not the Saint James Wedding Coordinator) and are to be given to the appropriate attendant and/or family member.

The only candles permitted in the church during the wedding will be either the Single-Stem candles or the seven-branch candelabras on the altar. **No other candles are used.** We do not use candles in our windows due to fire hazard concerns. "Unity Candles" are not permitted at weddings in Saint James Church. Aisle cloths and runners are not permitted.

II. THE REHEARSAL The Clergy, assisted by the Saint James Wedding Coordinator, will conduct your wedding rehearsal. The date and time of the rehearsal will be set at the same time the Wedding date and time are set. All wedding rehearsals will take place before 5:00 pm in the evening and usually take 45 minutes to one hour. The bride and groom will be responsible for having all participants at the church for the rehearsal **on time**. All active participants in the wedding (bride, groom, ushers, bridesmaids, readers, etc.) must be present at the wedding rehearsal.

The Wedding Coordinator must receive a written list of wedding participants and family members to be seated prior to the rehearsal. This should be done when information for wedding leaflets are submitted. Please allow a minimum of two weeks for leaflets to be completed.

III. PHOTOGRAPHS Photographs (if desired) may be taken of the wedding party prior to and following the ceremony in the church. **NO PHOTOGRAPHS WILL BE TAKEN IN THE CHURCH DURING THE CEREMONY AFTER THE BRIDES PROCESSION, EITHER WITH OR WITHOUT FLASH.** The clicking of shutters, flash bulbs and movement of photographers is not conducive to worship. The bride will be responsible for informing her photographer of these rules. Post-wedding photographs are invited and encouraged. The Clergy will be most happy to recreate any moment of the wedding ceremony, within reason.

IV. VIDEO The use of video cameras to record the wedding ceremony is allowed. The video camera must be tripod mounted, remain stationary throughout the ceremony, be set in place well in advance of the ceremony, and use only available light. No video cameras will be allowed in the Sanctuary (that is behind the Altar Rail).

V. MARRIAGE LICENSE It is the responsibility of the bride and groom to obtain the marriage license from the appropriate government authority and deliver it to the church office at least two weeks prior to the wedding.

VI. FEES AND COSTS The following schedule of fees has been set and should be paid to the Parish Office **at least one month in advance of your wedding.**

Sexton (all weddings)	\$50.00 payable to Saint James Church
Organist (all weddings)	\$300.00 payable to Saint James Church
Wedding Coordinator (all weddings)	\$250.00 payable to Saint James Church
Wedding Leaflets (when desired)	\$ 50.00 payable to Saint James Church (information must be submitted at least 4 weeks prior to the wedding)

Please note: These fees do not cover the cost of vocal soloists or instrumental musicians other than the organist.

Any honorarium which you desire to give the clergy assisting you is entirely at your discretion. The amount of \$300 is a guideline for this discretionary gift.

VII. WEDDING RECEPTIONS AT SAINT JAMES CHURCH

Arrangements may be made for the use of Saint James Ministry Center for wedding receptions. All arrangements must be made through the Saint James Church Office, Parish Administrator.



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Website: www.saint-james.org
Email: email@saint-james.org

Love God. Love People. Build Community.

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