

## **Requirements of the Couple**

1. Prior to scheduling any wedding, those intending to be married are asked to meet with the Rector at least thirty days before the proposed wedding date.
2. It shall be within the discretion of any member of the clergy to decline to solemnize any marriage.
3. The Episcopal Church requires the pre-marital counseling be conducted with a member of the clergy or a delegated trained professional. Out of town couples are required to enter pre-marital counseling with clergy near their place of residence.
4. All appropriate fees are to be finalized two weeks prior to the day of the wedding rehearsal.
5. The marriage license should be in the Parish Office before the wedding rehearsal. No wedding will be performed without a marriage license.
6. Please consult with the rector before inviting any minister to perform the wedding service. After satisfactory consultation, the Rector will issue an invitation for guest clergy.
7. Clergy not resident in the state of Florida must obtain a special license.
8. Should any change to the original arrangements become necessary, please consult with the parish office.

## **Music**

1. Music is not required.
2. Music should be decided on as soon as possible. The final decision on the appropriateness of all music resides with the Rector.
3. Musical accompaniment is available through the music ministry of Grace Church.
4. All guest musicians must be approved by the Rector of Grace Church.
5. Fees are to be determined by the musicians and vocalists.
6. Musicians and vocalists are expected to contact the church at least two weeks prior to the service to make necessary arrangement for rehearsals.
7. Recorded music must have an assigned technician and must be approved by our Rector.

## **Decoration Guidelines**

1. A Parish Wedding Coordinator will be assigned to all couples being married at Grace Church.
2. You may wish to have a florist advise you about your flower arrangements; however, final approval will come from the Parish Wedding Coordinator.
3. All decorating decisions must be approved by the Parish Wedding Coordinator.
4. No nails, screws, staples, glue or tape may be used.
5. Confetti, rice, birdseed, bubbles, glitter or flower petals **may not** be used inside or outside of the church or chapel. Silk petals are allowed for the flower girl only.
6. Candles and candelabras may be used with permission from the Church as long as the candles are contained in glass. You may rent them if you wish.
7. Aisle runners are not recommended and can only be used with prior discussion and approval of the Parish Wedding Coordinator.
8. Reserved rows may only be marked with ribbons or ropes.
9. All deliveries must be made no earlier than two hours before the wedding service.
10. Clean-up is the responsibility of the wedding party/florist and must be completed immediately following the service to avoid forfeiting your damage deposit.

## **Rehearsal**

1. Schedule a date and time with the Parish Office.
2. The rehearsal is under the sole discretion of the officiating clergy.
3. Have as many people in the wedding party as possible attend, including the wedding consultant, parents and grandparents.
4. Musicians should be at the rehearsal. However, if you are using recorded music, you should have it, the player, and your technician at the rehearsal.
5. Be sure to give the marriage license to the officiating minister. The license must be in his or her possession prior to the rehearsal.
6. Please be on time starting the rehearsal. If you are more than 30 minutes late you will incur additional fees \*
7. A normal time frame for a rehearsal is about 45 minutes. Please feel free to visit afterward outside the building.
8. Any decorating after the rehearsal must be pre-approved and conform to the church guidelines.

## **Dressing Prior to the Service and Arrival Times**

1. There is a designated dressing area in our Parish Life Center for the bride and attendants. There is a restroom and mirrors in this space and clothes hanging racks are available upon request. Time of entry must be pre-arranged with our Parish Wedding Coordinator.
2. Personal items may be left in the room. Someone in the wedding party should be assigned to remove all personal items immediately following the service.
3. Pre-service photos may start two hours before service.
4. Groom and groomsmen should arrive no less than 30 minutes before the service.

## **Photographs**

**1. NO FLASH PHOTOGRAPHY IS ALLOWED DURING WEDDING CEREMONY. PLEASE MAKE YOUR GUESTS AWARE OF THIS POLICY.**

2. No photographs are to be taken during the service without approval of the clergy.

3. No one is allowed to take photos or videos from the altar area during the service.

4. The clergy may announce to the guests to “go ahead to the reception” and that the bride and groom will be there after the photos are taken. The receiving line should take place at the reception.

5. Make your photographer aware of the time you wish to spend on photos before you head to your reception. Thirty to sixty minutes should be adequate.

6. We suggest that you make a list of the group photos you wish to have taken and give it to your photographer prior to the wedding (keep one copy for a wedding party member just in case).