



# Your Wedding at St Matthias Church

We are delighted that you are thinking of having your wedding service at St Matthias Church and hope that the following information will help you with your planning.

If you have just started to think about a church wedding then please visit the following website where you will find very helpful information about the whole process from the legal requirements to the wedding ceremony itself:

[www.yourchurchwedding.org](http://www.yourchurchwedding.org)

For further information about a wedding at St Matthias Church please see below.

## Useful Information

### Legal Requirements

There are certain things that must happen in a church wedding to ensure the marriage complies with both UK civil and church law. For instance, you must be old enough to marry, you need to have a relevant connection to the church where you wish to be married, Banns of Marriage need to be read out before the ceremony or you may need a special licence. You will find further information about all of these rules on the above Church of England website or we can help you with this.

### Fees

There is a required legal fee for marrying in a church which is set by the Church of England nationally and is the same for every church. If you are marrying within your own parish this fee is £442 for a wedding taking place in 2016. This basic legal fee includes the cost of the vicar, the church, calling your banns, the marriage certificate, lighting and all administration. The statutory wedding fee doesn't include options which you can accept or decline for example the services of a vergier or organist. If you are marrying outside of your own parish there is an additional cost of £40 payable to your parish church for the reading of the banns. You will find a breakdown of the costs and details about how to pay below.

Statutory fee for a basic Church of England wedding service, not including the banns fee – as above	415.00	<b>Methods of Payment</b>  Payment to be received 2 weeks before date of wedding and can be made by BACS, cheque or cash:  BACs – account no: 00024648 Sort code: 405240 Cheques: please make payable to PCC St Matthias
Fees for reading the banns at St Matthias	27.00	
<b>Total</b>	<b>442.00</b>	
Optional extra costs:		
Verger and audio	30.00	
Organist	65.00 (amount tbc)	
Extra heating (June to early Sept)	65.00	

### Music

If you would like an organist to play for your wedding then we would be delighted to arrange this with one of our regular organists. There is an additional cost for this – see table above. (We do not currently have a choir at St Matthias Church.)

## Flowers

We do not have a flower service at St Matthias but you are very welcome to arrange for flowers to be provided and we may be able to lend you flower pedestals.

## Photography and Video Recordings

Your guests are welcome to take photos during the signing of the registers and as you walk down the aisle at the end of the service, but we request that photos are not taken during the marriage ceremony itself.

Video recordings may be made by prior arrangement and we would ask that the photographer attends the rehearsal to establish where they can set up. There may be copyright implications regarding video recordings – please see [www.yourchurchwedding.org/article/filming-a-wedding](http://www.yourchurchwedding.org/article/filming-a-wedding).

## Parking

The small car park in front of the main (west) entrance is usually reserved for the bridal party. Please let us know if you have guests who are disabled or who have mobility difficulties so that we can make arrangements for their arrival at the church. There is plenty of free on street parking and we have a small car park at the rear of the church for approximately 10 cars.

## Toilets

There is a toilet on the same level as the church just inside the 'link' door and further toilets on the ground floor.

## Confetti

We're very happy that you celebrate with confetti or flower petals outside the church but would ask that they are biodegradable.

## Disabled access and hearing loops

The church is fully accessible from the road. Hearing loops are in place in the church.

## The wedding ceremony

The wedding ceremony itself including your vows can take many different forms but it will need to include certain official information. Please see the attached leaflet which shows an example of the set wording for a service.

### The service sheet

Once this has been agreed with the minister, you will be able to get it printed ready for the ceremony. (We do not have a printing service at St Matthias for this.)

### Bells

We do not have any bells at St Matthias.

## Next Steps

### Queries

If you have any queries about any of the above or for further information, please contact the church office (contact details below).

### To book a wedding

Please contact the church office at an early stage to check if the minister and church are available on the day you have chosen and to check the rules and regulations which govern who can get married where.

If you then wish to go ahead the office will ask you for some basic contact details and will then pass this information on to the minister who will contact you to discuss your plans in more detail and to arrange to meet you, to answer your questions and to explain what is usually involved in a Christian wedding ceremony. They will normally then suggest that you join with other couples on a short marriage preparation course – normally a weekend morning or afternoon and will also arrange for a rehearsal a few days before the wedding to finalise any details and to iron out matters like seating and photography.

We wish you well with your plans and look forward to hearing from you.

### **St Matthias Church Centre**

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