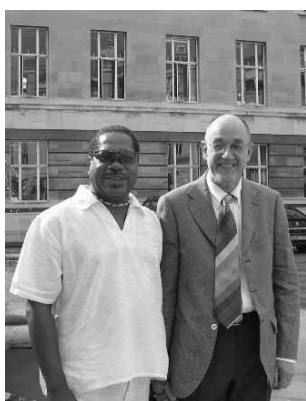


Celebrating Your Marriage or Civil Partnership at St Mary's

St Mary's Church Battersea
open church, open heart, open mind



Application form

*for a wedding or for a blessing after a legal
ceremony or for a celebration at St. Mary's*

2012

A wedding at St Mary's

In coming to St Mary's for your ceremony you will be celebrating on a spot which has been hallowed for 1,200 years or more. The dramatic position at the riverside and the attractiveness of the church itself will add to the special character of the occasion. We, for our part, will do all we can to make your day enjoyable and memorable.

Christianity and Marriage

A wedding ceremony marks only the beginning of a marriage and is a public witness before God to the love that two people have for each other. A Church wedding makes certain themes clearer: the vows and covenant made between two people reflect the promises that God has made to bless the world. A Christian marriage service celebrates God at work in and through our human relationships blessing us on our journey through life.

Marriages after a divorce

At St Mary's we understand that some marriages fail and we try to help people rebuild their lives in new relationships. If you have been divorced and would like to discuss the possibility of being married a second time in church please do not hesitate to speak to one of the clergy.

Civil Partnerships

The law around Civil Partnerships is still quite new and it is not possible to marry same-sex couples in church. However at St Mary's we want to do all we can to help gay and lesbian couples celebrate their relationship together after a Civil Partnership ceremony at a Register Office. At St Mary's we are committed to being an inclusive church and are keen to support all permanent, faithful and stable relationships.

Legal information

Everyone (regardless of nationality) who is resident within the parish boundaries has a right to be married at St Mary's so long as there is no legal impediment. You do not need to have been baptised. Please note, however, that where one or both of a couple are not British or EU Nationals we are now asked to refer you to a specialist priest or civil registrar to conduct the formal legal checks. Once these are completed, your marriage will still be conducted by the St Mary's clergy.

It is also possible to get married at St Mary's if you can show a Qualifying Connection with St Mary's. For example, this might be that you or one of your parents have ever worshipped here regularly for at least six months or that you have ever lived within the parish boundaries for at least six months or that one of your parents have ever lived within the parish boundaries for at least six months during your lifetime. It might be that you were christened here or that you were prepared for confirmed at St Mary's or that your parents or grandparents were once married here.

It is also possible to get married at St Mary's if you have legally joined St Mary's congregation and are on the church Electoral Roll. This is not the same as the Local Government Electoral Roll, but is the official list of church members. To join the electoral roll you must have been baptised and must have already attended worship at St Mary's regularly for at least 6 months prior to application. It would normally take at least 9 months between first attending St Mary's and joining the electoral roll. It would be good to do this if you intend to make St Mary's your church and might be seeking other services such as baptism some time in the future.

The Church of England & English Marriage Law

Marriage in the Church of England can be authorised in a number of ways.

i) **Banns of Marriage** are the easiest and most commonly used method. They involve notice of your forthcoming wedding being read out in both the bride and the groom's parish churches on three Sundays in the period three months before the wedding. If you both live in the same parish that is all that you need to do but if one of you lives in another parish banns will have to be called there too. It is customary, but not legally required, for couples to attend the calling of their banns. These will take place during the main act of worship on Sundays. Attendance will help you feel more comfortable with the church surroundings and this will have obvious benefits in terms of your nervousness on the big day.

ii) **Licences** are a quicker method than Banns but more expensive. A **Common Licence** is usual where one or both people are foreign nationals, and a **Special Licence** allows people to be married without the usual requirement of living in the parish, having a qualifying connection or belonging to the Electoral Roll.

iii) Marriage by **Superintendent Registrar's Certificate** is recommended for couples where the immigration status of one of the people to be married is in question.

Information

1. When to get married.

Most couples get married on a Saturday some time between 10am and 4pm (legally it must be between 8am and 6pm) It is however possible to be married on any day of the week as long as the church is available, and many couples now choose to be married on a Friday or even on a Sunday afternoon.

Note, however, that traffic and parking are sometimes a little more difficult on a weekday and that it may not always be possible to arrange to have the church choir as most members of the choir work during the week. In these circumstances we are very happy to help you arrange for a professional choir or for a soloist to sing at your wedding. The fees for a visiting choir or soloist will be different from our usual fees.

The wedding service normally lasts about 45 minutes with about 20 minutes of photographs outside afterwards.

Important note

Only once the booking has been taken and the deposit has been paid can we guarantee the availability of the church. We cannot guarantee which priest will officiate at the service.

2. Preparation.

One of the clergy will want to meet with you over the coming months before your wedding to discuss Christian marriage and the words of the service. Preparation for marriage will also involve attending a larger discussion group one Saturday from 10.30am to about 3pm.

The next such group is:

February 4th 2012

We hope you will mark it in your diary and make every effort to be there. Thank you.

3. Rehearsal

This will be in St Mary's during the week before the wedding. It is usually on the Thursday at 6pm or 7pm. Please try to be on time as there might be another event in church immediately after the rehearsal.

It is important that Bride and Groom, Best Man and Bride's Father (or the one who will escort her into church) and any Bridesmaids and Page Boys are present, but anyone else is very welcome to come along. Please bring an Order of Service to the Wedding Rehearsal.

Your wedding rehearsal is

4. Parking & Access

Parking is very limited within the church grounds and we tend to discourage it as parked cars can often intrude on and spoil good quality wedding photos outside the church. We ask that your guests park on the parking meters in the streets near the church (Battersea Church Road, Battersea High Street). There are a couple of disabled parking spaces within the church grounds for guests who have difficulty walking: please inform us if you need to make use of these spaces. The church also has a lift for wheelchair access.

5. Marriage by Banns

If you are being married by banns, these will be called on 3 consecutive Sundays, not more than 3 months before the proposed wedding date. Banns are called at St. Mary's at the end of the I Iam Eucharist, and it is hoped that you will be able to hear them being called on at least one of the three Sundays.

Date of Banns to be called at St.Mary's:

Important note: *If one or both of you live in another parish your banns must also be called in each of your parish churches in the same way, although not necessarily on the same dates. You must make contact with the parish priest as soon as possible. The fee will be about £35 in each church and the priest will issue you with a banns certificate which the officiating priest at St Mary's must have seen before the wedding.*

6. Marriage by Licence or Superintendent Registrar's Certificate

If one of you is a foreign national, or in certain other circumstances, it may be better for you to be married not by banns but by licence. We will advise you about which licence is best for you, depending on your circumstances. You will need to apply either for;

a **Common Licence**

Contact: The Rev'd Geoffrey Owen, Christ Church & St Stephen's Vicarage,
Candahar Road, SW11 2PU
Tel: 020 7228 1225

or for a **Special Licence.**

Apply to: The Registrar, The Faculty Office,
1 The Sanctuary, Westminster, London
SW1P 3JT
Tel 020 7222 5381 ext.262.

The fee for a licence ranges from £100 to £200.

In certain circumstances it may be recommended that you apply for a **Superintendent Registrar's Certificate** from the local Registrar's Office at the Town Hall. This will still enable you to marry at St Mary's.

7. Music

You will need to choose three hymns and music to come in to and to go out by. You will also need to choose music, or an anthem if you are having the choir, to be played or sung during the signing of the register. You must contact the Director of Music, Jonathan Wikeley about three months before the wedding. (Tel: 07966 969746 or jonathan.wikeley@musicsales.co.uk)

Music Admin fee £25 Organists fee £200 Choir fee £300

Important note

1. *By contract with the Royal School of Church Music the church organist has the right to the organist's fee at all St. Mary's weddings where the organ is used. This is standard across all churches and is regardless of whether he plays or not.*
2. *The Director of Music may not be free on the day of your ceremony and may find a substitute organist.*
3. *Musicians are entitled to performing rights in law. Any video recording (whether camera, phone, camcorder, etc) will incur fees in this way. If you can guarantee that no such recordings will be made, fees will be reduced to £100 & £200 respectively.*
4. *Although we will make every effort to provide a choir if requested we cannot ever guarantee a choir on any date, especially in August or on any day other than Saturday. It may however be possible to arrange a professional choir although this may be at a higher charge.*

8. Bells

You may have the bells ringing after the service. This costs £150 and must be booked in advance. You book this through the Parish Office. Tel: 020 7228 9648

For an additional fee of £80 it may also be possible to have the bells ringing before the service.

Important note

Although we will make every effort to provide bells if requested we cannot guarantee bells on any date, and especially in August or on any day other than Saturday.

9. Flowers

Everyone's wedding is different and floral decorations vary enormously in colour, size and expense. For this reason flower fees are arranged on an individual basis and can vary from £50 to £500 or more.

Whatever you decide for flowers you must contact:

Lesley Ibsen, 70a York Road, Tel 020 7585 2265

at least two months before the service to discuss the possibilities.

Important note:

1. *Because St.Mary's is a Grade I listed building there are some restrictions on flowers. Floral arrangement may not be attached to the pew ends, candles may not be used and in no circumstances can any arrangement ever be pinned, glued or attached to pieces of church furniture.*
2. *Normally the church flower arrangers take care of your floral arrangements, however it is possible for you to organise your own flower arrangers commercially. If this is the case they must contact Leslie well in advance and must conform strictly to our rules for the preservation of the fabric of the buildings.*
3. *We expect you to be able to leave your flower arrangements in church for the following Sunday. If this is not the case and you wish to take the display away with you there will be an additional charge of £50 to cover church florists time in preparing the Sunday arrangement on Saturday evening.*
4. *At certain times of year (Easter, Christmas) wedding flower displays may have to conform to the usual seasonal decoration in church. In Lent we may ask for displays to be simpler so that they can be removed.*
5. *If more than one wedding takes place on one day it is very much hoped that the different wedding parties can agree on a shared floral display and share the cost.*
6. *You may prefer simply to make a small donation to our regular flower fund, in which case you will have the normal seasonal flowers for the following Sunday. Please note that in Advent (before Christmas) and Lent (usually mid February to early April) this may mean no flowers.*

10. Photography

Guests will be allowed to take photographs only as the couple leave the church at the end of the service. They will not be allowed to take any photographs during the rest of the service.

The professional photographer (or designated family photographer) will be allowed to take photographs throughout the service and must speak to the priest taking the service before the service begins.

Video Cameras, whether professional, or simply belonging to the guests, may not be used in church except with prior agreement. There is a discount on the musicians' fees if you can guarantee that the service will not be video recorded in any way.

11. Confetti

Confetti must not be thrown inside the church or within the church doorway. Natural confetti (rose petals etc) may be thrown in the church grounds. Please do not throw multi-coloured paper shaped confetti within the church grounds.

12. Being on time for your wedding

It is very important that your ceremony happens at the time arranged. There may be another service later on the same day, and musicians and other church staff may have other commitments later on in the afternoon.

Therefore:

1. If you are more than 14 minutes late we may cut one or all of your hymns.
2. If you are more than 29 minutes late the choir and the bellringers will go home and will not sing or ring for your wedding. You will not be refunded the choir or ringers' fee.
3. If you are more than 44 minutes late the organist will go home and will not play for your wedding. You will not be refunded the organist's fee.
4. If you are more than 59 minutes late the wedding will be deemed to have been cancelled. You will not be refunded any of the fees you have paid.

13. Service Booklets

These are not essential and you can use the normal church hymn book, but many couples decide to print personalised orders of service.

This is your responsibility but will need to be agreed by the officiating priest prior to printing. Please send this priest a draft order of service before instructing your printer to proceed.

The usual order of events for a wedding is as given here, other services are similar but there may be minor differences.

The Parish Administrator (via the church office) can provide you with a picture or line drawing of the church if you would like one.

It is usually possible to include other readings and music within the order of service. Non-biblical readings and non-sacred music should be agreed with the officiating priest. Care should be taken to make sure that guests know the music they will be asked to sing, that the service is not too long, and that the flow of the service from the entrance of the Bride, the marriage at the chancel step, the signing of the registers and the final blessing at the altar rail is not disrupted.

It is always possible to arrange for Holy Communion to be celebrated as part of the wedding service. This will lengthen the service by about 20 minutes.

A minister who is a friend or a family member may also take part in the service. If he or she is a licensed priest in the Church of England or Church in Wales then they may preside over the marriage vows.

A normal order of Service is:

Entrance Music
1st Hymn
The Marriage
Reading (from the Bible)
additional reading (if there is one)
Sermon
2nd Hymn
The Signing of the Registers
Anthem
3rd Hymn
Prayers
Blessing
Recessional Music

14. Order of Service

We use the Common Worship Marriage Service. Other authorised Church of England marriage services exist and can be used by arrangement with the officiating priest. Even if the idea of 'traditional language' appeals, we urge you to read carefully the text of older services (1662 and 1928 Books of Common Prayer) and consider whether their understanding of the purpose of marriage and the relationship between the sexes coincide with your own. What is said is more important than the language in which it is said!!

15. What do we do next?

1. Please speak to one of the clergy about your wedding. One of the clergy is usually available at the back of church on the third Monday of the month between 6.30pm – 8pm, but you may arrange another time.
2. You may bring the completed application form with you then, or after you have spoken with one of the parish clergy you may send the form to the Parish Office with a non-returnable deposit of £100.

The Cost of the Wedding

Section A: Deposit

1. Administration Charge

This is a non-returnable deposit to be paid at the time of booking the wedding.. **£100**
Cheque made payable to "Battersea Parish Church"

The following fees should be paid to the Parish Office by the Tuesday before the wedding at the latest. Please note the Parish Office is open Monday to Friday from 9.00am until 1.00 pm.

The Parish Office, St Mary's Church Crypt, Battersea Church Road, SW11 3NA
Tel: 020 7228 9648

Section B: Fees

2. Legal Fees

£300

Cheque made payable to "St. Mary's Battersea Fees"

3. Lighting, heating & cleaning charge

£85

Cheque made payable to "Battersea Parish Church"

4. Verger

£35

In cash in an envelope marked "verger" and marked with your name and the date of your wedding.

Section C: Fees for optional additions

5. Music Administration Fee

£25

In cash in an envelope marked "Music Admin Fee" and marked with your name and the date of your wedding

6. Organist

£200 *

In cash in an envelope marked "organist" and marked with your name and the date of your wedding.

7. Choir

£300 *

In cash in an envelope marked "choir" and marked with your name and the date of your wedding.
It would be very helpful if this could be in £10 & £20 notes.

7. Bells

£150

In cash in an envelope marked "bells" and marked with your name and the date of your wedding.
It would be very helpful if this could be in £10 & £5 notes.

8. Additional fee for the bells

£80

If you would like the bells to be rung before the wedding as well as afterwards.
In cash in the same envelope as above.

Please Note

* *There is a reduction if you can guarantee that the service will not be video recorded in any way. In which case the Organist's fee above is £100 and the choir fee is £200.*

Some internet links

The Wedding Page on St Mary's Website

www.stmarysbattersea.org.uk



The Church of England Website.

Your marriage in the Church of England.
General information about getting married in the C of E.

<http://www.cofe.anglican.org/lifeevents/weddings/>

Suggestions for hymns

All things bright and beautiful
Jerusalem - And did those feet in ancient time
Be thou my vision, O Lord of my heart.
Come down, O Love divine
Dear Lord and Father of mankind
Give me oil in my lamp, keep me praising.
He who would valiant be
Who would true valour see
I danced in the morning
Lead us, heavenly Father, lead us.

Lord of all hopefulness
Lord Jesus Christ, you have come to us.
Love divine, all loves excelling.
Morning has broken
Now thank we all our God.
Praise my soul the King of heaven
Tell out my soul the greatness of the Lord
The King of love my shepherd is
The Lord's my shepherd I'll not want.

And many more!

Try <http://www.oremus.org/hymnal/index.html> to listen to the tunes.

Some suggested Bible Readings for your wedding

<http://www.cofe.anglican.org/worship/liturgy/commonworship/texts/marriage/readingspsalms.html>

There are many web sites which offer suggestions of non-biblical readings.

http://www.usabride.com/vows_passages/readings_poems.html

<http://www.weddingguide.co.uk/articles/wordsmusic/poems/lovepoems.asp>

<http://www.hitched.co.uk/plan/readings/index.asp>

The Words of the Marriage Service

The text of the 2000 Common Worship Wedding Ceremony.

<http://www.cofe.anglican.org/worship/liturgy/commonworship/texts/marriage/marriage.html>

The text of the 1928 (old language) Wedding Ceremony

<http://www.cofe.anglican.org/worship/liturgy/1928/texts/marriage.html>

The text of the 1662 (very old language) Wedding Ceremony

<http://www.eskimo.com/~lhowell/bcp1662/occasion/marriage.html>

Application Form

Note: The information you give on this form is the information which will appear on your wedding certificate. It must be returned to the Parish Office with your deposit as soon as possible in order to guarantee your booking. The date and time of our wedding is not confirmed until this form is received.

| | | |
|---|---|------------------|
| The Date and Time of the Wedding | | |
| | The Groom | The Bride |
| Full Name <i>(all middle names etc)</i> | | |
| | <i>Please attach a photocopy of the personal details page of your passports</i> | |
| Date of Birth and Age at Wedding | | |
| Address at which you are living now. | | |
| <i>Since when have you lived there?</i> | | |
| Home tel. no | | |
| Mobile tel. no | | |
| Email address | | |
| <p>Grounds on which the marriage may happen at St Mary's</p> <p><i>For the purpose of this application "parent" means:</i></p> <p><i>1. natural parent</i> <i>2. parent by adoption</i> <i>3. a person who "has undertaken the care and upbringing" of the applicant as if a parent..</i></p> <p><i>Please note: these provisions do not apply to step-parents unless they qualify under note 3 above.</i></p> | <p>You only need to tick <u>one</u> of the following boxes. (please tick the easiest one to prove)</p> <p>1. Residence in the parish for at least six months now or at some previous time address: _____ from _____ to _____</p> <p>2. Residence in the parish for at least six months now or at some previous time of a parent of one of the applicants during his / her lifetime. address: _____ from _____ to _____</p> <p>3. One of the couple's parents or grandparents were married in St Mary's</p> <p>4. One of the couple were baptized at St Mary's or confirmed through St Mary's.</p> <p>5. One of the couple has ever habitually attended worship for at least six months. From _____ to _____ which services?</p> <p>6. One of the couple's parents has ever habitually attended worship for at least six months during the lifetime of the applicant. From _____ to _____ which services?</p> <p>7. One of the couple is or intends to be on St Mary's Church Electoral Roll.</p> <p>6. Other _____</p> <p><i>Please attach photocopies of proof of residency for six months or other connection You will need to show the priest originals of baptism or wedding certificates.</i></p> | |

Additional Form for marriage after divorce

(each person who has been married before and divorced and whose previous partner is still alive must fill in one of the following forms)

| | |
|--|---|
| Name | |
| Date and exact place of first wedding | |
| Have you been married before more than once? <i>(if so you will need to photocopy this form and fill it in for each of your previous weddings and divorces.)</i> | |
| Name of previous spouse | |
| Where does your previous spouse live now? | |
| Since when have you been living apart? | |
| Has your previous spouse remarried or formed a civil partnership | |
| When and where was your Divorce Decree Absolute granted | <i>Please attach a photocopy of the decree absolute to this application. The priest marrying you will need to see the original.</i> |
| Names and ages of any children | |
| Was there any scandal involved in the breakdown of your previous marriage? | |
| What does your previous spouse think about you marrying again? | |
| What do your children think about you marrying again? | |
| Have you ever been refused an application to be married in church? If so, where & when? | |

Repeat Additional Form for marriage after divorce

(each person who has been married before and divorced and whose previous partner is still alive must fill in one of the following forms)

| | |
|--|---|
| Name | |
| Date and exact place of first wedding | |
| Have you been married before more than once? <i>(if so you will need to photocopy this form and fill it in for each of your previous weddings and divorces.)</i> | |
| Name of previous spouse | |
| Where does your previous spouse live now? | |
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