**WEDDING PROCESS INFORMATION SHEET**

1. I receive a phone call asking about a church wedding. I’ll make a date to meet with you in the next fortnight and give you my contact details so you can email/ring any time with any questions
2. Meet me, the vicar at the church to look at the venue, discuss the process, answer any questions and beginning completing the paperwork. **Bring with you passports, driving licences and any decree absolutes if you are divorced along with a photocopy of each document.***If you don’t have these documents, email Nicky.*
3. ***If you are marrying by the qualifying connection of worshipping regularly within the church you need to attend a minimum of 8 acts of worship over a minimum of 6 months before the marriage and sign a register card at each visit. Otherwise you will not legally be eligible to get married in the church.***
4. January of the wedding year I will email you a copy of the fees and an invitation to a marriage prep event.
5. March there will be a Saturday morning gathering for all couples getting married that year.
6. Four months before the wedding you need to approach the parish church in which you each live and arrange for them to read your banns of marriage and then you need to send me the certificate. **This acts as the licence enabling you to get married and is a legal necessity.**
7. Two months before the wedding I will meet with you in church to run through the finer details of the service such as hymns, readings etc…..
8. One month before the wedding, the fees need to be paid, either by bank transfer, or by cheque
9. During the week before the wedding, I will invite you and the key players such as best man, bridesmaids etc… to a rehearsal in church to run through what will happen and to arrange when the building needs to be available for flowers etc…
10. The wedding day, men need to arrive about 40 minutes before the service start time.