

Weddings at Saint Alban's

A Prayer for Your Marriage

Oh, God, you have so consecrated the covenant of marriage that in it is represented the spiritual unity between Christ and his Church send, therefore, your blessing upon these, your servants, that they may love, honor, and cherish each other in faithfulness and patience, in wisdom and true godliness, that their home may be a haven of blessing and peace; through Jesus Christ, our Lord, who lives and reigns with you and the Holy Spirit. One God, now and forever. Amen.

We thank you for your inquiry about being married at St. Alban's. As marriage is a sacrament in the Episcopal Church, the clergy and people of St. Alban's take the preparation for marriage in the Church seriously. We understand the wedding ceremony to be an act of worship in the most profound sense. We want to help you in your preparation and support you in this important faith commitment, not only now at the time of your wedding, but throughout your marriage.

Because there are various understandings of the theology of marriage today, and different guidelines in practice for the ceremony itself, the following are some answers to the most often asked questions. We hope this clarification of our policies is helpful to you.

Who may be married here?

At least one member of the couple should be a baptized Christian.

What is the preparation given for marriage and how much time should we allow?

The wedding date cannot be set until at least two counseling sessions with the clergy have taken place. The total number of sessions is usually four, and these are provided without cost to you. The sessions are offered to help provide insight and resources to you, to ascertain that you are a cognizant of the values inherent in a Christian marriage, and to plan the ceremony itself.

For the counseling sessions, the pastor will use *PREPARE*, a process for testing marriage readiness. There will be a fee (~\$40) for scoring the test.

How do I select music for the wedding?

The organist of St. Alban's will work with you in selecting music for the ceremony. Usually, only sacred music is performed. For your favorite secular song, the reception is the appropriate place. If you want additional instrumentalists or a vocalist, the organist must approve your requests.

What about photographs and videos during the ceremony?

Photography is not allowed inside the Church during the ceremony. However, before or after the ceremony, pictures may be posed to recall the parts of the ceremony you wish to remember. The church needs to be vacated thirty minutes after the ceremony.

Videotaping is allowed from a stationary position in the Church only, and the wedding coordinator will be happy to instruct the videographer. No artificial lighting is allowed.

The photographer/Videographer you choose must speak with the pastor two weeks prior to your ceremony.

What about Flowers and Decorations?

We encourage that the flowers used to adorn the church be arranged through our florist, **Anthony's Flowers: 310.476.9610**. All exceptions must be cleared through the clergy.

In the Church: Two arrangements (not to exceed 2' in height) may be set on the re:table behind the high altar. Additional arrangements on pedestals (not to exceed 4' in height) may be placed on either side of the stairs leading the chancel. Small arrangements may be attached to the pews along the aisle. The flowers on the re:table will be left for the Sunday worship services and the leaflet will indicate that they are given in thanksgiving to God for your marriage. No other floral arrangements may be used.

In Chapel, two arrangements are permitted on either side the altar.

No other ornamentation (potted plants, trees, runners, lights, candles etc.) is permitted in the Church or Chapel.

When is the rehearsal for the wedding?

If there is to be a rehearsal, it will be conducted by the pastor the evening before the wedding. Rehearsals are scheduled between the hours of 5-7 p.m. and usually take an hour.

The following people only should attend the rehearsal: the bride and groom, their parents, bride's and groom's attendants, ushers, and the readers. Please have anyone else connected to the wedding meet you afterwards.

How many people does the Church seat?

Our maximum capacity is 328.

How many people does the Chapel seat?

Our maximum capacity is 99.

When should I contact the Church?

While the minimum notice for weddings is 30 days, it is suggested that you contact the Church at least 90 days in advance of the wedding date.

The clergy of the Episcopal Church decide to whom the sacrament may be administered, and occasionally it will be agreed upon that wedding plans must be deferred or cancelled.

What will make your marriage work?

Every couple must truly work at marriage. They must be committed to keeping their love alive and the communication open. We believe that the spiritual sustenance provided by the Church through the life of faith is vital for making marriage joyous and fulfilling. God's love and grace through Jesus Christ are freely given and enable our growth as individuals, couples, and families.

What if one or both of us have been divorced?

At the pastor's discretion, after a full set of counseling sessions, the Bishop of Los Angeles will be contacted. The Bishop's permission must be given for a marriage of divorced persons to take place. Along with the necessary diocesan papers, copies of all divorce decrees must be submitted to the Bishop. The decision takes 30 days, and the wedding date may not be finalized until permission has been given.

Who can perform the ceremony:

At St. Alban's, the pastor is the principal celebrant at all pastoral ceremonies. However, other Episcopal clergy may officiate at the discretion of the pastor. Clergy of another denomination may assist at the wedding, but the Episcopal clergy only shall say the Pronouncement of Vows and the Blessing.

What about professional Wedding Coordinators?

We provide our own wedding director, so wedding coordinators are not needed at the Church.

What ceremony is used for the service?

The liturgy used for all weddings is found in the Book of Common Prayer. Readings for the ceremony are to be taken from the Holy Scriptures.

May the reception be held at the Church?

We have a kitchen and lovely parlor and patio. You are welcome to hold your reception here at your expense. Although, beer and wine may be served, non-alcoholic beverages should also be provided.

What about the marriage license?

The marriage license may be obtained from the County Recorder's office. The closest offices are:

12400 E. Imperial Hwy. In Norwalk
phone: 562-462-2137
M-F 8-4, with a 1-hour waiting period

9355 Burton Way in Beverly Hills
Phone: 310-288-1261 Tu-Th 8:30– 4 pm

There are also offices in Van Nuys and West Los Angeles.

The state requires that persons to be married must be 18 years of age or have parental consent. The license is good for 90 days from date of issue, and it must be brought to the Church at the wedding rehearsal.

What happens on the day of the ceremony?

All participants in the wedding must be at the Church one hour before the ceremony. If more time is needed, you must arrange this with the clergy. There is sufficient space for the bride, groom, and their attendants to dress, and there will be places identified at the rehearsal for dressing.

Wedding ceremonies begin promptly at the appointed hour, and at most, will be delayed up to 15 minutes. The wedding ring(s) should be in the custody of the maid (or matron) of honor and/or the best man.

What are the fees for having our wedding at St. Alban's?

For members of St. Alban's who are contributors of record and who have regularly attended services for the previous two years, the fees are:

Organist	\$250
Wedding director	\$200
Church/Chapel	\$500
Reception room	\$500

For persons who are not members, the fees are:

Organist:	\$250
Wedding director	\$200
Church/Chapel	\$2000
Reception room	\$1000

All fees and forms must be turned in after the second (of 4) counseling sessions. Counseling sessions will resume after all fees and forms are turned in.

Are there any exceptions to these guidelines?

As a general rule, no. However, please share whatever concerns you have with the pastor, who for weighty pastoral reasons may waive certain fees or requirements.

Thank you for your consideration of these policies, and whether your wedding takes place at St. Alban's or elsewhere, we wish you a joyful celebration and, more importantly, a deeply fulfilling married life.

FORMS

Wedding Policy at St. Alban's Episcopal Church

We understand the policies regarding the Celebration and Blessing of Marriages at St. Alban's Episcopal Church, Westwood, California as expressed in the information brochure and planning packet given to us on the date below. We further understand that, in accordance with the Canons of the Episcopal Church, all pre-marital counseling requirements must be met and approval from the clergy of St. Alban's Church and/or the Bishop of the Diocese of Los Angeles obtained before a wedding will take place.

We agree to abide by these policies and those given to us verbally by the clergy, staff and representatives of St. Alban's Church in regard to the planning and celebration of our wedding. We understand that the \$300 deposit submitted to St. Alban's Church on the date below after an initial meeting with clergy is non-refundable, and serves to reserve the church or chapel building for the wedding and rehearsal, but does not guarantee that a wedding will take place, according to the requirements outlined above.

Signed _____

Signed _____

Date _____ Check # _____

Wedding Date _____ Time _____

Rehearsal Date _____ Time _____

Building Reserved: Church Chapel

WEDDING PHOTOGRAPHER AGREEMENT

St. Alban's Parish Weddings

Our rules and regulations concerning photographers and videographers are solely intended to maintain the dignity, beauty, order and reverence of the marriage ceremony. Our experience is that not all photographers and videographers understand the Episcopal Church liturgy and the high standards of dignity and discretion required of all present.

Before the ceremony, photographs may be taken on the patio and in the dressing area.

During the ceremony photographers are not permitted in the Church nave or chancel. The video camera must be operated silently and without any auxiliary lighting. The video set up must be in place 45 minutes before the service and the operator in place at least 10 minutes before.

After the ceremony, photos may be taken from the narthex as the bride and groom leave the church. Under no circumstances may the photographer stand forward of the last pew. Photographers may spend no more than thirty minutes inside the Church posing and taking pictures of the wedding party. The Church must be prepared for Sunday services and this time allows for that process to move forward. This also facilitates the wedding party's timely arrival at the reception.

I have read the above policy and agree that I and all other photographers associated with _____ (name of business) will adhere to this policy while photographing the wedding of _____ on _____. I understand that failure to do so may cause the interruption of the ceremony.

WEDDING VIDEOGRAPHER AGREEMENT

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WEDDING FLORIST AGREEMENT

St. Alban's Parish Wedding Guidelines

Floral Décor

In the Church,

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Chapel, two arrangements are permitted on either side of the altar.

No other ornamentation (potted plants, trees, runners, lights, candles, etc. are permitted in the Church or Chapel).

I have read the above guidelines and agree that I and all other florists associated with _____ (name of business) will adhere to this policy while decorating for the wedding of _____ on _____. I understand that failure to do so may cause the need to remove any décor outside the guidelines prior to the ceremony.