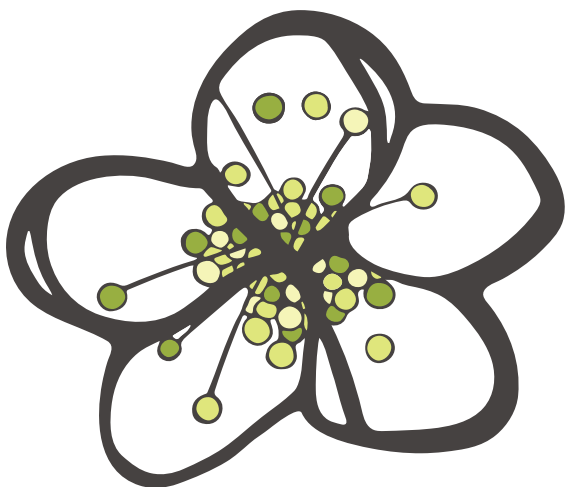
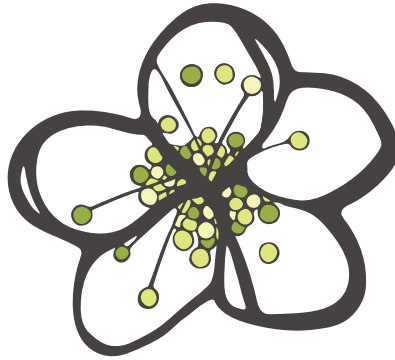


WEDDINGS
at
ST. MICHAEL'S
EPISCOPAL CHURCH



“*Let their love for each other be a seal upon their hearts, a mantle about their shoulders, and a crown upon their foreheads.*”

— The Book of Common Prayer, The Blessing of a Marriage



*C*ongratulations and blessings on your plans to be married at St. Michael's Episcopal Church.

Every wedding in our parish is a joyful experience involving our clergy, staff, and lay ministers.

We look forward to helping you plan this special celebration.



AS YOU BEGIN

A wedding is a service of worship that expresses the joy and blessing of the holy covenant between two people. As soon as you plan to be married at St. Michael's Episcopal Church, please call the church office. Robin Kennedy, our Parish Care Coordinator, is your first point of contact. She will arrange your first meeting with a member of our clergy, at which time a firm date for your ceremony can be set.

Ms. Kennedy is responsible for coordinating your choice of date with the parish master calendar. If you have a particular date in mind, you may check its availability on our website.

Please do not make any binding arrangements or formal announcements involving the use of the church until after confirming the date with Ms. Kennedy and one of our clergy.

CONTACT

Robin Kennedy
kennedy@holymichael.org
919.782.0731 | ext. 112

www.holymichael.org

REQUIREMENTS

- One member of the couple getting married must be a baptized Christian.
- Either the bride or the groom must have been a member of St. Michael's for six months or be the child of a member in good standing for at least six months.
- A priest from St. Michael's will officiate at all weddings celebrated at the church. Episcopal priests and members of the clergy from other traditions and parishes may assist at the discretion of the officiating priest, who will extend the invitation to the guest minister.
- The Bishop must give special permission for those who have been previously married and divorced. This is arranged by a priest from St. Michael's.

PREMARITAL COUNSELING

- At least three sessions of premarital counseling are required. The number of sessions may vary and will be determined by the officiating priest.
- Premarital counseling is usually done by a member of our clergy. In some circumstances, arrangements may be made for counseling to be done by another Episcopal priest or qualified marriage counselor.
- Premarital counseling encourages a life-long marriage, and is also an opportunity for the clergy to explain the Episcopal marriage liturgies.

THE REHEARSAL

- Rehearsals are held on Friday at 5 p.m. for all Saturday weddings.
- Rehearsals last approximately one hour.
- All members of the wedding party will arrive on time and participate fully.
- Since this is a service of the church, the priest is in charge. At the rehearsal and the wedding, the priest will be assisted by the Wedding Guild. (*See page 6 regarding Wedding Guild.*)
- Private wedding consultants are welcome to assist with dressing, attending the bride and non-service related preparations.
- Special seating of family members and close friends should be planned in advance and communicated to the Wedding Guild at the rehearsal. Pew markers will be used to designate these pews. Comfortable seating capacity is: 45 in the chapel, 350 in the nave and 100 in the transept.
- We do not provide nursery facilities for rehearsals or weddings.
- Alcoholic beverages are prohibited on our campus prior to the wedding rehearsal and the marriage ceremony.



THE CEREMONY

- All weddings are conducted in accordance with *The Book of Common Prayer* using the “Celebration and Blessing of a Marriage,” or “The Order of Marriage” (BCP page 422). Weddings may also include the celebration of Holy Eucharist if the couple so desires. If Holy Eucharist is to be celebrated at the wedding, please inform Robin Kennedy of your plans.
- As directed by the Bishop, marriages for a man and a woman are according to *The Book of Common Prayer*. Liturgies for couples of the same sex are according to the form authorized by the General Convention of the Episcopal Church.
- All weddings at St. Michael’s follow parish guidelines outlined in this Wedding Handbook. Among the policies outlined therein are costs, scheduling, music, and other requirements.
- No weddings are held during Advent (the four weeks preceding Christmas) or in Lent (the days between Ash Wednesday and Easter Day).
- Weddings are not scheduled after 6 p.m.
- Only one wedding is scheduled per day.

MARRIAGE LICENSE

- A marriage license must be obtained from the Wake County Courthouse in Raleigh through the Register of Deeds. (*For information, call 919.856.5460.*)

Note: A valid North Carolina marriage license must be presented one week prior to the time of your rehearsal. No wedding ceremony can take place until the officiating priest has the marriage license in hand.

ATTENDANTS

- Attendants should be persons who are personally supportive of the couple entering into marriage and be able to respect the form of service which the Episcopal Church uses for weddings.
- You may choose to have a crucifer participate in your service. This person will assist the officiant and process in front of the wedding party. Crucifers can be family members or friends who are familiar with the services in the Episcopal Church.
- Dress for attendants, at both the rehearsal and the service, should be appropriate for the worship of God in His church.
- Personal items should be removed from the dressing rooms no later than 30 minutes after the ceremony.



THE WEDDING GUILD

- Members of our Wedding Guild are here to provide you with rehearsal and wedding day assistance, direction and are invaluable resources as you begin planning your special day.
- The church is available for the wedding party to dress, and for photos for four hours (3 hours prior/1 hour after the ceremony).
- The Bride's Room on the ground level or our Parlor on the main level are available to be set up as a dressing area for the wedding party. Furniture in the Parlor may not be moved and we ask that food not be served in this room. Light fare may be served in the kitchen area directly adjacent to the Parlor.
- The groom and attendants may wait in the Wall Conference Room.
- The procession will begin at the time given on the invitation.

STAFFING

- A staff member will be present at all weddings.

CONTACT

WEDDING GUILD
Alé Warwick, Coordinator
aemwarrick@yahoo.com
704.953.7325

STAFF

Lee Hayden, Director of Operations
hayden@holymichael.org
919.782.0731 | ext. 108

SERVICE BOOKLETS

- Many couples have service booklets printed that include an outline of the service and a list of attendants. Couples may choose to work with Ann Garey, Publications Coordinator, to have a booklet created for the wedding for a fee. If you choose to provide your own booklet, consider including the full ceremony, which can be very helpful for guests not familiar with *The Book of Common Prayer*. A sample booklet is available from Robin Kennedy.

MUSIC

- All wedding music is at the discretion of the Director of Music, Kevin Kerstetter, and the Rector. The selections of music should follow the standards for music in a public Episcopal worship service.
- Couples should contact Mr. Kerstetter immediately upon selecting a wedding date.
- Mr. Kerstetter will help you choose processional and recessional music, and hymns sung during the ceremony. He can also arrange for classical musicians, such as trumpet players and flutists.
- The St. Michael's organist is expected to play at all weddings except when he is not available for that date; then a substitute must be cleared through him.

CONTACT

SERVICE BOOKLETS

Ann Garey, Publications Coordinator
garey@holymichael.org
919.782.0731 | ext. 103

MUSIC

Kevin Kerstetter, Director of Music
kerstetter@holymichael.org
919.782.0731 | ext. 107

F L O W E R S

- Couples generally choose a florist to arrange the flowers. The Flower Guild does not assume responsibility for arranging wedding flowers for the altar.

NOTES FOR FLORISTS:

- Coordinate use of church vases through the Wedding Guild.
- Altar arrangements, bride's flowers, attendants' flowers and boutonnieres should be delivered to the church at least two hours before the ceremony.
- No other flowers or decorations are used in the church.
- Candles are limited to those normally used at public worship and any seasonal candles that may already be in place. (*Please note: a unity candle is not in keeping with the traditions of the church.*)
- The bride may wish for flowers used during a wedding ceremony to remain on the altar for the Sunday service, in celebration of the marriage or in memory of loved ones. After Sunday services, the flowers will be delivered to shut-ins or the sick. It is important to arrange for this as soon as you choose a wedding date. Contact Virginia Price, Memorial Flowers Chair, to make proper arrangements.

C O N T A C T

MEMORIAL FLOWERS
Virginia Price, Memorial Flowers Chair
kyderby50@gmail.com
919.782.7945

PHOTOGRAPHY

- Weddings at St. Michael's are liturgical services therefore no photography is allowed during a wedding ceremony. Please inform your photographer of this well in advance of the service.
- Photographs may be taken before and after your wedding.
- All photos taken must be completed at least 30 minutes prior to the service, except as the bride enters the church.
- Families and the wedding party traditionally gather in the nave for photographs after the service, though our grounds provide a beautiful backdrop for many photographs.
- All photos taken of the couple and family following the ceremony must be taken within 20 minutes of the end of the wedding.
- A recording may be made of the ceremony with one camera located on a stationary tripod in the loft alcove to the side of the altar or from the back of the church. No walking around is allowed during the service.



WEDDING FEES

CHAPEL WEDDING <i>Wedding Guild optional Organist optional</i>	Member in Good Standing <i>no fee</i>
NAVE or TRANSEPT WEDDING	Member in Good Standing <i>no fee</i>
CLERGY HONORARIUM <i>customarily paid for by groom's family</i>	\$400 <i>payable to priest</i>
ORGANIST	\$400 <i>payable to Kevin Kerstetter</i>
WEDDING GUILD	\$150 <i>payable to St. Michael's Altar Guild</i>
STAFF	\$150 <i>payable to St. Michael's</i>
WEDDING BOOKLET <i>optional</i>	\$150 <i>payable to Ann Garey</i>

Please note: A Staff person must be on site for all events.

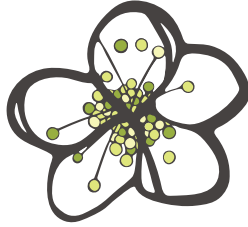
Checks for the parish and staff as well as the marriage license should be delivered to Robin Kennedy one week prior to the rehearsal date.

ST. MICHAEL'S OFFICE HOURS
Monday through Thursday | 9 a.m. to 5 p.m.
Fridays | 9 a.m. to 2 p.m.

CONTACT NUMBERS

PASTORAL CARE COORDINATOR Robin Kennedy kennedy@holymichael.org 919.782.0731 ext. 112
RECTOR The Rev. Samuel Gregory Jones jones@holymichael.org 919.782.0731 ext. 117
VICAR The Rev. Dr. James L. Pahl, Jr. pahl@holymichael.org 919.782.0731 ext. 107
ASSOCIATE RECTOR The Rev. Holly Gloff gloff@holymichael.org 919.782.0731 ext. 127
ASSISTANT RECTOR The Rev. David W. Nichols nichols@holymichael.org 919.782.0731 ext. 129
DIRECTOR OF MUSIC Kevin Kerstetter kerstetter@holymichael.org 919.782.0731 ext. 107
DIRECTOR OF OPERATIONS Lee Hayden hayden@holymichael.org 919.782.0731 ext.108
WEDDING GUILD COORDINATOR Alexandra (Alé) Warrick aemwarrick@yahoo.com 704.953.7325
MEMORIAL FLOWERS Virginia Price kyderby50@gmail.com 919.782.7945

NOTES



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