

*From The Rector of Guildford St Nicolas*

*The Revd Fr. N C Roberts*

**Your wedding, St Nicolas Parish Church**

Congratulations on deciding to marry and we are delighted that you are looking forward to marrying in St Nicolas Parish Church. It will be our pleasure to host this important first day of the rest of your life together, in God's house. This letter confirms the information that we attend to during our first meeting. Much of what follows looks complex but in fact is very straightforward. I will explain it all when we meet.

**The legal paperwork:**

**(a) Qualifying connection**

In order to marry in a Parish Church in England you need to demonstrate that you have a qualifying connection. This means that one of you will need to demonstrate that one of the following statements apply to you:

one of **you**

- was baptised in the parish; or
- had his or her confirmation entered in a church register book of a church or chapel in the parish; or
- has at any time had his or her usual place of residence in the parish for at least six months; or
- has attended public worship in the parish for at least six months;

or a **Parent** has at any time during that person's lifetime:

- had his or her usual place of residence in the parish for at least six months; or
- habitually attended public worship in the parish for at least six months;

or a Parent or Grandparent of that person was married in the parish.

(b) Secondly, should you need a license to marry (for example, if none of the above applies) then you are responsible for gaining these and providing legal evidence that this has been done.

(c) if you live outside the St Nicolas' parish boundary you will need to have your Banns read in your Parish Church and a certificate of Banns will need to be paid for and produced before you can marry here. This is a standard practice and I can ensure that this is easily done.

THE RECTORY • 3 FLOWER WALK • GUILDFORD • GU2 4EP

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### **The Order of Service**

You will need to produce your own service for your friends and families to have. It is important that your draft copy is checked by me before you print it. This will take time and we begin this process at our first meeting.

### **Video and Cameras**

If anyone is to video the service then it is your responsibility to ensure that:

- a) the person recording has the right licence
- b) the organist and/or musicians have been paid their extra fee - see below.

### **Music**

You should arrange to meet with the Director of Music, Mr Rick Erickson on 01932 849664 especially if you will want the choir also. He will want to know (a) your choice of two hymns; (b) whether you want the choir; (c) whether you are videoing the service. He will give you the exact cost of the choir based on the number of singers available.

### **Flowers**

If you want flowers for your wedding, our flower team will be happy to provide this service. You will need to arrange this in plenty of time and have an idea of colours etc. **Please contact Cath in our office on 01483 564526.** Payment for this is made directly to *St Nicolas PCC*. Please note the flower budget and cost is not included in the fee to the church for your wedding fees.

### **Fees**

When we meet for the first time we will complete the Banns Application legal paperwork. We shall set a date for our second planning meeting and all fees must be paid at this meeting. Without the fee or banns certificate where necessary, we cannot marry you. We ask you to pay by cheque or BACS to **PCC of St Nicolas**, Sort code 60-09-21, Account Number 59904003:

Legal Fees	£ 480
Banns of marriage	£ 32
Verger/Parish Clerk	£ 30
<b>Total</b>	<b>£542</b>

In *addition* you may wish to have:

Bells:	£ 200
Organ:	£ 130
Organist's additional fee if a video is used:	£ 65
Choir:	£ 200

Please do get in touch if you should wish to discuss any of this.  
With very best wishes and looking forward to planning your big day!

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