

FEES

STANDARD fee covers:

Celebrant
Organist
Verger
Flowers - *one large arrangement*
Rehearsal
Cathedral - *includes administrative costs, preparation of
Government documentation and certificates.*

TOTAL **\$2,100.00**

OPTIONAL extras offered by negotiation and availability:

Choir (10 boys)	\$400.00
Bells - <i>after service</i>	\$350.00
- <i>before and after service</i>	\$500.00
Flowers - <i>second urn</i>	\$400.00
Rehearsal - <i>with Verger</i>	\$50.00
- <i>with Organist</i>	\$250.00

DEPOSIT (*non-refundable under normal circumstances*)

To be paid at the first meeting with Celebrant when confirming booking
\$500.00

BALANCE to be paid by the date of the Rehearsal.

CONTACT DETAILS

Mailing Address: St Paul's Cathedral
209 Flinders Lane
Melbourne VIC 3000
Phone: (03) 9653 4333
Email: welcome@stpaulscathedral.org.au

*We look forward to getting to know you both
and pray that God will be with you as you prepare for your married life together.*

ST PAUL'S CATHEDRAL MELBOURNE



Wedding Information Booklet

For weddings planned for 2010

Your Wedding

Your wedding is an important time in your life and at St Paul's we are committed to helping you make your celebration special. The information in this booklet is given to answer initial questions and to help you decide whether a St Paul's wedding is right for you.

Dates

At St Paul's weddings mainly take place on Saturdays. Opportunities for weddings on Sundays are limited due to the many other events that occur at the Cathedral. It is advisable to book early. Please note that no weddings take place at the Cathedral during Holy Week (the entire week - including Palm Sunday - before Easter).

The Marriage Ceremony

The Anglican Church offers a Christian marriage ceremony, using one of the Church's authorised orders of service. Church membership is not required, however, at least one of the parties to the marriage must have been baptised. Marriages in the Cathedral are conducted by a member of clergy on staff or, with approval, another Anglican priest.

Bookings

A booking form must be lodged with Cathedral staff. All booking forms must be counter-signed by the priest or minister who is to act as celebrant as confirmation of the proposed date and time. No booking is considered firm until **all** the following have occurred: (1) a deposit has been made; (2) the application has been approved by St Paul's and (3) you have received a copy of the "Confirmation of Wedding Booking" form.

Couples should realise that, in requesting to be married in the Cathedral, they are not 'booking a venue' but rather seeking a Christian wedding in the Anglican tradition: the building itself, while important, is secondary. Hence, prospective couples are encouraged to recognise that the Cathedral is an old and significant 'living' structure, and that restoration and maintenance may be necessary at very short notice (because of planned improvements; storm damage; vandalism and so on). As such, access (both visual and physical) *may on occasion be restricted by such works. The Cathedral staff will do everything possible to minimise inconvenience, but cannot guarantee that such works will not be in evidence on the day of the wedding.*

Checklist

- Contacted the Cathedral office to book a tentative date and time
- Meet with the celebrant at St Paul's
- Filled in Wedding Booking Form and Paid Fees
- Received confirmation and receipt from St Paul's Cathedral
- Arranged and attended marriage preparation course
- Confirmed rehearsal
- Made arrangements for the service, music and flowers etc with celebrant
- Completed "Order of Service" and sent to the Cathedral office for checking (at least one month prior to the service).
- The ceremony!



Marriage Preparation

Marriage preparation is an important part of getting ready for marriage. It is designed to help a couple grow and strengthen their relationship. A marriage preparation course is one of the best investments that a couple can make. Cathedral staff will be happy to refer you to a course that will be helpful to you.

Viewing of the Cathedral

The Cathedral is open every day of the year and you are welcome to come in at a time that suits you. Services are held every day; we encourage you to attend a service to experience worship here.

Reception Facilities

The Cathedral has a large, formal function room, the Chapter House, within the same building. It is managed by Peter Rowland Catering and can be hired for your reception.

Wedding Rehearsal

Rehearsals usually take place on the Thursday prior to the wedding, at 6:00 PM, and take about 45 minutes.

The rehearsal date and time should be confirmed with the celebrant and the administrator.

The celebrant will go through the order of service with the participants and make sure everyone is confident with their roles.

The verger will attend the wedding rehearsal to open the Cathedral and to consult with the celebrant and the bridal party concerning details.

Second Marriage

The remarriage of divorced persons is possible in the Anglican Church. Normally this requires one of the Cathedral clergy meeting with the wedding couple and, having been satisfied of their commitment to Christian marriage, writing to the Bishop requesting formal approval. Therefore, if either party to the marriage has been married and is divorced, you need to inform the celebrant immediately so that permission can be sought.

Legal Documents, Consent & Witnesses

Couples should contact the Cathedral before the wedding date to complete the 'Notification of Intended Marriage' and other application forms. By law, this document must be finalised at least one month and one day before the wedding. We recommend that contact be made at least six months ahead.

Each partner must usually be at least 18 years of age at the date of marriage. If this is not the case, a witnessed 'Consent to the Marriage of a Minor' form must be completed before the marriage. For Australian citizens, a full birth certificate, which includes the full names of parents, must be brought to the first interview. For Australian permanent residents and people from overseas, a current passport must be provided.

It is important that both original documents and a copy are produced. There must also be two people (both at least 18 years old) available on the day to sign as witnesses to the ceremony. It is customary for the best man and bridesmaid to do this.

The Order of Service

The celebrant will work with you in preparing your service. We have many resources to assist you and to help your service be personal to you both. It is important that the celebrant sees an order of service before you print it. This usually happens at least a month in advance. Copyright permission must be obtained by the couple for all material used in the service.

Decorations

The use of ribbons or other pew decorations can be discussed with the celebrant or verger. The use of anything which may cause damage to the historic cathedral furniture is not permitted.

- a) *Flowers*: The Cathedral Flower Guild will create an arrangement in the colour/s of your choice. One bowl of flowers is covered under 'Wedding Fees'; additional bowls can be organised for a nominal fee.
- b) *Candles*: Only the candles regularly in place in the sanctuary may be used, but there is also the opportunity for couples to include a 'Candle Lighting Ceremony' in their Service. In this instance, couples need to provide their own candles, which will need to be brought to the rehearsal.

The verger will arrange for other furnishings, such as the lectern, signing table and kneeling cushions, to be provided for the ceremony.

Photographs and Video

Your photographer and videographer are welcome in the Cathedral.

It is important that they arrive early and introduce themselves to the celebrant so they can be briefed on how to get the best results for you while respecting the worshipful nature of the service and minimising any intrusion.

We ask that members of the congregation take photos only during the signing of the register.



Music

Music helps create the right atmosphere for your wedding and provides opportunities for the congregation to participate and feel included. As such, careful thought should be given to making choices appropriate to this context.

An organist is provided for under the 'Wedding Fees'.

Musicians and vocal soloists are welcome to perform (usually during signing of the register).

With the approval of the celebrant music may also be played from a CD.

Bell Ringing

Ringling of the bells is not covered in the basic wedding fee. For a fee of \$350 the Cathedral bells can be rung either before or after your ceremony or, should you choose, both before and after.

For a further fee of \$20 a memento certificate stating that the bells were rung for the occasion can be created.

Parking

Bridal cars may draw up directly in front of the Cathedral.

Limited parking for others is available in the Cathedral car park.

Please ensure that vehicles do not block the Cathedral driveway entrance.

Confetti

Please request guests not to throw confetti or rice either inside the Cathedral or outside in the Cathedral forecourt. You may prefer to use rose petals and/or bubbles.