



HOLY TRINITY TWICKENHAM

GETTING MARRIED

at Holy Trinity Twickenham

Thanks for your enquiry about marriage here at Holy Trinity. This leaflet should help as you plan the big day. In addition, you will be welcome to attend our main Sunday morning services at 10.30 am. It will give you a good feel for the church where your wedding will take place. The very least, it will be good to see you for the three services when your banns are called (for more details on banns, see inside).



Can I be married at Holy Trinity?

There are some legal conditions for being married at Holy Trinity:

You need to fulfil one of six criteria (evidence may be needed):

1. At least one of you currently lives in the parish.
2. You have been attending worship here for at least six months before the Banns are called.
3. This is the church where you were baptised and/or confirmed.
4. You have lived in the parish six months or more, at any time in your life.
5. Your parents lived in the parish or worshipped here (during your lifetime).
6. This is the church your parents or grandparents were married in.

What if neither of us fulfils the criteria and we want to be married at Holy Trinity?

You can apply for a 'Special Licence'.

NOTE: these are not automatically granted.

You will need to give a strong reason why you have chosen Holy Trinity. This would involve, for example, demonstrating a close family link with the church over the years. There is a fee for a special licence, currently £138.

Age: You must be aged at least 16 to get married. If either of you is under 18 at the time of your wedding, written parental consent is required.

Policy on Divorcees: It is not normal practice to marry divorcees in the Church of England, and it is therefore not our general policy either. However we do have some discretion in this and there may be rare occasions and very specific circumstances, where this could be appropriate. This will involve a full and honest discussion of the circumstances surrounding the break-up of the previous marriage.

Advance Notice: It is essential to contact us at least three months before your wedding date, to leave time for the necessary preparations.

Foreign Nationals: If one or both of you is a foreign national (from outside the EU), special rules apply. You need to obtain one of the following:

- a) A Superintendent Registrar's Certificate from the Richmond Register Office (for which you need to present passport/s, visa/s or Home Office document giving permission to stay in the UK). This is valid one year.
- b) A 'Common Licence' from a local clergyman called a 'surrogate'. This is valid three months, and currently costs £70. To get a Common Licence you will need to visit the surrogate with your passport/s, visa/s (if applicable) or Home Office document giving permission to stay in the United Kingdom, and sign a legal affidavit.
NOTE: you need Home Office permission to stay in this country. Marriage alone won't give a husband/wife permission to stay in the United Kingdom.



Other Requirements

Banns: A legal requirement in the Church of England is that 'banns' are 'called' over three consecutive Sundays in Holy Trinity, and in the parish where the non-resident partner lives (if applicable). This means that on three Sundays, the clergy will ask the congregation if anybody has any objection to your marriage going ahead.

This rather quaint practice dates from an era when populations were less mobile and bigamy was more prevalent! Banns must be called during the three months before the wedding.

Q How do I get my banns called at Holy Trinity?

A This will be dealt with by the clergy when you fill in your application form.

Q How do I get banns called at my fiancé's partner's parish church (if it is not Holy Trinity)?

A You must approach the vicar of that parish yourself (we can advise on contact details). When they have been called, obtain a certificate (valid for three months) from him/her. This must be received by the clergy of Holy Trinity not less than two weeks before the wedding.

Marriage Preparation: Involves three or four sessions, each of just over an hour. We will not only look at preparing the wedding service together - but also be addressing important issues facing married couples today, following The Marriage Preparation Course. You may join other couples to be married in church around the same time as you - but there is never any group work! The sessions aim to be practical and down-to-earth. All couples to be married at Holy Trinity need to attend the sessions.

Rehearsal: We always have a rehearsal for the service - usually the evening before, usually in the early evening (time to be arranged with us). Those present at this session should include:

- Bride and groom
- Best man
- Bride's father (or other person to walk with her up the aisle)
- Bridesmaids (or at least the chief bridesmaid)
- Ushers (if possible).

The Service

Duration: The service normally takes 50 - 60 minutes, depending on variables such as the number of hymns and readings.

Timing: It is vital that we start and finish on time. The church reserves the right to charge extra for excessive delays. Photographs after the service, transport for guests, etc all take time. Leave at least two hours from the start of the service to the beginning of the reception meal. Ideally, leave much longer than this.

Photography/video: Please, no photographs during the service, except at the signing of the register and as the couple process out at the end. We would prefer the service not to be filmed. However if you feel a video is essential, the camera-person must not move about or be up at the front, facing the congregation. He/she must stand in one place, at the side of the congregation, as directed by the minister.

Note on copyright: if somebody videos a wedding that features music still in copyright (ie songs more recent than traditional hymns, or pre-recorded music), they may need a Wedding Video Recording Licence. This costs around £18. Full information at www.videolicence.co.uk.

Hymns/Readings: If you are having hymns, we recommend you choose well-known ones. It is normal to have either two or three hymns and one or more Bible readings during the service. We discuss your choice of hymns/readings during the marriage preparation sessions.

Organist: We can provide an organist, at the rate on the attached sheet. Alternatively, you can provide your own - but your organist (or other musicians) must discuss the service well in advance with the minister. The organist will need to know what other music you will want (traditional entry music: Wagner's Bridal March; traditional exit music: Mendelssohn's Wedding March). Music is usually played during the signing of the register. This can be left to the organist's discretion, or you can request music which has been special to the two of you.

Flowers: You are responsible for flowers in church on the day of the wedding (there are good florists locally, or you can make other arrangements). Flowers are usually put in place on the morning of the wedding, and we do ask that some of the flowers are left in church afterwards, so that the church is not left entirely bare on a Sunday morning as a result of the wedding. The Holy Trinity Flower Team are sometimes able to do flowers for you. This is at cost price plus a few pounds towards the "flower fund" and generally works out to be much cheaper than commercial rates.

Service sheets:

- i) As a result of our Marriage Preparation you can produce these yourself from a cut down version of the service we have already agreed (e.g. design on a computer, and photocopy).
- ii) You can approach a company who produce wedding stationery: John Lewis (Kingston) is popular locally. Others include WH Smith, stationers.

Confetti: Please ask your guests to avoid standard paper confetti (it leaves a pink mush outside the church when it rains!) and 'metallic'/ foil confetti. Rice paper, rose petals and biodegradable confetti are fine.

Wedding Fees for Holy Trinity Twickenham – 2011

(Rates for 2012 will be slightly higher)

Please return this form with your payment well before the wedding day. A cheque should be payable to Holy Trinity Church.

The Organist fee (if required) should be paid via the best man on the day of wedding.

Essentials:

1. Service Fee (national church rate)	£262
2. Banns read in Holy Trinity*	£22
3. Marriage Certificate (each)	£3.50
4. Local church expenses**	£205
TOTAL CHEQUE PAYMENT:	£

OTHER:

*** **Organist** £80

* **Banns:** If both of you live in Holy Trinity parish, this fee is payable to Holy Trinity at the same time as the rest of your fees

If both of you live in a parish other than Holy Trinity, you must pay £22 to Holy Trinity and £34 to the vicar of your own parish (£22 to read banns and £12 for a banns certificate, which is then sent to the vicar of Holy Trinity).

If one of you lives in another parish and one in Holy Trinity parish, you must pay £22 to Holy Trinity and £34 to the other parish (£22 to read banns and £12 for a banns certificate which is then sent to the vicar of Holy Trinity).

** Includes costs relating to: lighting, heating, preparation sessions, rehearsal, contribution to church cleaning, maintenance, grounds maintenance, copyright licence to reproduce hymns in the service sheet, PRS licence etc.

*** This is the rate for our regular wedding organist. If he is unavailable, we may need to find another organist who may charge slightly more or slightly less than this.



HOLY TRINITY TWICKENHAM

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Visit Holy Trinity Twickenham on the web at <http://www.holytrinitytwickenham.org>