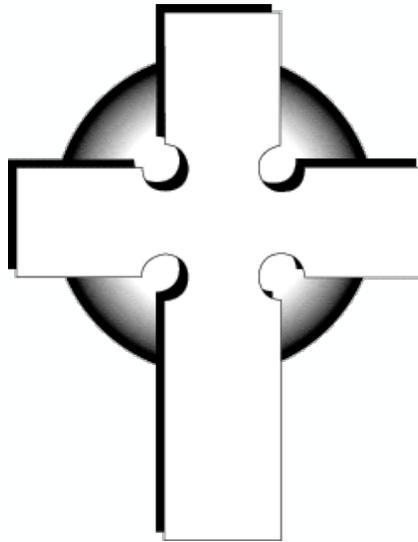




A Customary  
for  
The Celebration  
of  
Holy Matrimony  
Christ the King Episcopal Church  
Santa Rosa Beach, Florida

The Reverend Richard Gillespie Proctor  
Rector



## Congratulations on your upcoming Marriage!

We are delighted you are seeking God's blessing on your marriage here at Christ the King. We are looking forward to working with you to make your wedding a happy occasion and a truly sacred event that will fully capture the sacramental nature of Holy Matrimony.

The service of Holy Matrimony is first and foremost, a worship service. Our focus is on the presence of Almighty God who, through the working of the Holy Spirit, makes two people "one flesh" and gives them the spiritual strength they will need in order to live up to the vows they are making. Anything that obscures that central reality should be avoided.

The following guidelines have been established for wedding ceremonies celebrated at Christ the King Episcopal Church. While some elements of the customary may appear rigid, please remember that the Church and clergy are bound by Canons, or rules of the Church. The overriding concern is to make this a joyful celebration of your marriage in the context of Holy Matrimony. So, with that in mind, we hope the following helps answer some of the questions and concerns you might have for your memorable day ahead.

## Considerations before setting a wedding date

1. We at Christ the King Episcopal Church feel very blessed to be stewards of such a beautiful church and grounds. As good stewards of our buildings and grounds, as well as being good stewards of our staff and volunteers, we simply are not able to host weddings for those who are not members of our parish family. Weddings require a considerable amount of time and work for our clergy, staff, and volunteers. We do not have the resources to have weddings here on a regular basis. So, in order for the rector to consider officiating a wedding at Christ the King, one of the two persons desiring the get married must be a baptized Christian; and one of the two persons desiring the get married (or their parents) must have been a Communicant in Good Standing at Christ the King for at least three months prior to the application for marriage. A Communicant in Good Standing is any active baptized member of Christ the King who has received the sacrament of Holy Communion at least three times during the previous year, and who for the previous year has been faithful in corporate worship, and has been faithful in working, praying, and giving of their time talent and treasure for the spread of the Kingdom of God at Christ the King. One may become a member of Christ the King through the sacrament of holy baptism, transfer of letter from another Episcopal Church, or reception by the bishop.
2. If neither person is an active participant, the rector will be happy to discuss with you how you might become a member of Christ the King. When someone is new to the area, the rector will consider scheduling a marriage for the couple after they have begun attending Christ the King.
3. Christ the King clergy will normally officiate at all weddings. In order to be married, the couple is required to participate premarital counseling sessions (see below). Other clergy, either of the Episcopal Church or of other denominations, who have a special relationship with either the bride or groom, may be invited by the rector to assist in the service. The rector should be consulted before communicating with other clergy with regard to the wedding.
4. Requests for wedding dates should be made as early as possible, but must be made to the rector no less than 4 months prior to the proposed wedding date. Divorced persons who desire to be remarried by a priest of the Episcopal Church should consult the rector at least 6 months in advance of the contemplated wedding date, at which time the priest will explain Title I, Canon 18 of the Canons of the Episcopal Church, as there are more steps (and time) to the process in these situations.
5. Please do not make any formal arrangements, place deposits or have anything printed with a date for the wedding until you have met with the rector and he has agreed to preside at the wedding and has placed the wedding on the parish calendar. All arrangements for the wedding rehearsal and ceremony must be made in consultation with the rector. **No dates will be placed on the parish calendar until the rector has had at least one meeting with the couple before giving consent to preside at the service.** It shall be within the discretion of any member of the clergy of this church to decline to solemnize any marriage (Title I Canon 18; sec. 4).
6. The scheduling of weddings is not allowed during Lent, on Sundays, the Saturday after Thanksgiving or for the two-week period beginning one week before Christmas and

ending one week after Christmas. In addition, during other seasons of the year when particular decorations are present, these will remain in the church.

7. Not more than one wedding per day will be scheduled in the church.
8. All weddings will take place in the nave of the church. Christ the King clergy will not officiate at any off site weddings.
9. Weddings will not be scheduled before 10:00 a.m. or after 6:00 p.m. If Sandefur Hall is to be used for the reception, then the wedding should begin by 5:00 p.m.
10. If a wedding service bulletin/program is desired, this is a cost of the bride and groom and not the parish. However, any bulletin or program must be approved by the rector before it is printed.
11. In addition to the wedding party, the church seats approximately 200. Wheel chair seating is also available.
12. Christ the King is a non-smoking campus. Any person under the influence of drugs or alcohol will not be allowed to participate in the rehearsal or wedding. They may be dismissed from the rehearsal or the wedding at the sole discretion of the rector.

## **Consultations and Premarital Counseling**

The Canons of the Episcopal Church provide that the parties of the marriage shall be instructed “as to the nature, meaning, and purpose of Holy Matrimony.” The rector uses the “Prepare Enrich” Curriculum for guiding the premarital counseling process. Please note, this process takes several weeks to complete. The counseling should be completed 30 days before the wedding. Please contact the parish administrator no less than 3 months before the wedding date to register for the course. The Canons also require the parties to sign the *Declaration of Intention* following the completion of their counseling:

We, \_\_\_\_\_ and \_\_\_\_\_, desiring to receive the blessing of Holy Matrimony in the Church, do solemnly declare that we hold marriage to be a lifelong union between two people as it is set forth in the liturgical forms authorized by the Church.

We believe it is for the purpose of mutual fellowship, encouragement, and understanding, for the procreation (if it may be) of children, and their physical and spiritual nurture, for the safeguarding and benefit of society.

And we do engage ourselves, so far as in us lies, to make our utmost effort to establish this relationship and to seek God’s help thereto.

## **Marriage License**

The Marriage License must be given to the priest at the rehearsal. To apply for a marriage license in Walton County, Florida, visit the Clerk of Courts website [www.clerkofcourts.co.walton.fl.us](http://www.clerkofcourts.co.walton.fl.us)

## **Wedding Consultant**

If you have a wedding consultant, advise them that the rector and parish wedding guild shall handle all matters pertaining to the rehearsal and the wedding service. The consultant's services at the church will be strictly confined to the wedding day only in helping and preparing the bride and wedding party for the ceremony. If you do select a wedding consultant, please make sure the consultant agrees to these guidelines as part of their contract. Please schedule an appointment with the chairman of the wedding guild several months before the wedding.

## **The Service**

The Liturgy for The Celebration and Blessing of a Marriage begins on page 422 in the Book of Common Prayer (1979), and is the liturgy used by Episcopal Church. No personally composed or other denomination's liturgy may be used. The service offers several options for scripture readings found on BCP p. 426 which should be discussed with the rector. **Only passages from Holy Scripture will be read.** The vows are exchanged using the form found on BCP p.427. **These vows may not be altered.**

## **Acolyte (Crucifer)**

Christ the King will provide an acolyte to serve as the crucifer for the service. The crucifer carries the processional cross, and is the first person in the procession. The congregation will stand as soon as the processional cross begins the procession, and they will remain standing until they are invited to be seated for the scripture readings.

## **Lay Eucharistic Ministers (LEMS)**

If the service is to include Holy Communion, Christ the King will provide one or two licensed Lay Eucharistic Ministers to assist with the service.

## **Readers**

The bride and groom may select persons to read scripture during the service. Please use discretion in your selection, choosing the person(s) who are comfortable reading scripture within the context of a worship service. **All scripture readings will be taken from the New Revised Standard Version (NRSV) translation.**

## **Music**

The parish music director/organist should be contacted as soon as the wedding date is set to ascertain availability and begin work on the music selections. If you plan to have music selections performed by vocalists and /or instrumentalists, please discuss it with the parish music director/organist who must approve the participation of other musicians. The organist's fee is \$250 (\$50 for consultation and \$200 for rehearsal and wedding day). Any fees for other musicians are the responsibility of the couple.

A wedding is a worship service of festival proportions and music should be in keeping with this act of worship. All instrumental and vocal music should reflect the beauty, history and integrity of the Anglican tradition. Music of a "popular" or "semi-religious" nature is best reserved for use at the reception. The secular music of Mendelssohn and Wagner is not used.

The *The Hymnal, 1982* and other authorized hymnals of The Episcopal Church contain many appropriate hymns for use during your wedding, any of which may be played or sung as solos or by the congregation.

**No prerecorded tapes, CDs or soundtracks are permitted.**

**Any vocalists or additional musicians should contact the church music director/organist 2 weeks prior to the wedding to arrange a time for rehearsal.**

Suggestions for music to be played before and after the ceremony and at the seating of special guests are found under **Music Resources** at the end of this customary.

## **Holy Communion**

If Holy Communion is to be celebrated, all baptized persons in the church are invited to partake. If Holy Communion during the wedding is not desired, a celebration of Holy Communion can also be scheduled at the conclusion of the rehearsal.

## **Rehearsals**

Rehearsals of weddings are entirely under the direction of the rector and the church wedding coordinator. Rehearsal is an integral part of the event and is generally scheduled the afternoon or evening before the wedding. All members of the wedding party, parents, grandparents, others who are assisting as readers, the organist and other musicians are present at the rehearsal which is conducted by the rector. All other persons who might be present are subject to the direction of the rector in order that the rehearsal may proceed in an orderly and uninterrupted fashion.

Rehearsals last about one hour, providing that all members of the wedding party arrive at the scheduled rehearsal time.

## **Photography**

Any photography involving members of the wedding party, either inside or outside the church, prior to the service must be completed no later than 45 minutes before the start of the service. Once those photographs are completed the photographer should proceed directly to the choir loft/balcony at the rear of the church and be in place there no later than 30 minutes before the start of the service. If a second photographer is present, then outdoor photographs of arriving guests are permitted. This photographer may enter the **narthex** after all guests have been seated and just before the procession begins. The doors to the nave will be closed once the bride and groom reach the altar and not opened again until the recessional. This photographer must remain in the narthex for the duration of the service. **Video taping and silent non-flash photography may be done only from the choir loft during the ceremony. Absolutely no photography, flash or otherwise, with camera or cell phone, or the use of extra lighting is permitted during the ceremony.** Photography is permitted after the ceremony is over and should be concluded within 30 minutes to allow the wedding party to proceed to the reception and to allow the sexton and altar guild access to perform their duties. **The bride is responsible for advising all photographers, lay or professional, of these guidelines.**

## **Flowers and Decorations**

**The church will be open two hours prior to the wedding service. The florist should communicate with the church wedding coordinator about delivery of the flowers if access is required before that time.**

**The arrangements on the shelf behind the altar and those in the narthex will remain in the church for Sunday services.** Should the couple wish to have the flowers back, they will be available after the Sunday services. **Any flowers placed on the front doors must be removed immediately following the wedding.**

Flowers/Greenery may be placed in the following locations:

1. On the shelf below the cross- one arrangement on each side of the cross
2. In the narthex - on wooden tables in front of the mirrors
3. On the front doors of the church. No permanent fasteners may be used.

The Wedding Guild Chairman will work with the person(s) providing floral arrangements to assure that design and placement will not interfere with the conduct of the wedding service. Only fresh flowers and greenery are to be used. Artificial/silk flowers and greenery are not allowed. The church has a wide array of vases and containers that may be used. No rental materials (candelabra, pedestals, bridal arches, etc.) or extra furniture are allowed. The torches flanking the Cross will be lighted for the service. The two large communion candles will be placed on the altar only if there will be Holy Communion with the wedding. No other candles are permitted in the church. A “unity candle” or similar symbol is not permitted. The Baptismal Font will remain in place at the entrance to the nave.

## **Safety Considerations**

An aisle runner may not be used for reasons of safety. Confetti, rice, rose petals or other things thrown may not be used in the church, Sandefur Hall or outside. Bird seed may be thrown outside or bubbles might be used to greet the couple as they leave church.

## **Arrival at Church Prior to Beginning of Wedding**

All members of the wedding party are expected to be at the church no later than 1 hour before the service begins. This permits time to gather in quiet in advance of this sacrament. Christ the King does not have a “bridal parlor” but does have a library/conference room available for the bride and her attendants to prepare for the wedding ceremony. The suitability of this room for the bride’s purpose is strictly the bride’s decision. Similarly, a room for the groom and his attendants may be made available in the education wing of the church or the parish hall.

## **Use of Sandefur Hall for the Reception**

The couple may use Sandefur Hall with the rector’s approval. There will be a two and a half hour limit for wedding and reception in order to facilitate preparation for Sunday Services. The rector

must approve any rearrangement of furnishings. The extent of the sexton's services required for set up and clean up should be arranged through the church office. The church sexton should be consulted ahead of time. If a caterer is employed to assist with the reception, they should remove all equipment, supplies and left over food before leaving Sandefur Hall. The use of alcoholic beverages is restricted to wine, champagne or beer. Additionally, non-alcoholic beverages must be offered. No charges for alcohol are permitted.

## **Nursery**

The Nursery room is available for young children of the wedding party or guests (infant to 6 years of age) for the rehearsal and wedding. The couple may wish to offer this service to their guests. This is to be arranged through the church office no less than one month prior to the service.

## **Fees**

There is no fee for the use of the church as we require one of the two wedding parties to be active, pledging parishioners. The use of Sandefur Hall for the reception will require the payment of additional fees for the sexton. Any fee for the sexton does **NOT** include the washing of dishes, silverware, glassware, etc. nor the orderly replacement of any church owned items into the Christ the King cabinets.

The church organist will play for all weddings at Christ the King unless the organist agrees otherwise. If the wedding party chooses to use additional instrumentalists, the fee for the church organist remains the same, and the wedding party would then pay the church organist in addition to any additional instrumentalists. The church does not set the fees nor collect fees for outside instrumentalists or vocalists.

All fees for use of the church or Sandefur Hall and all other fees due to others who are assisting are to be paid by check no later than the Monday preceding the wedding. The checks should be given to the parish administrator who will distribute the monies.

### **The fee schedule is as follows:**

- **Sandefur Hall: \$250.00 (payable to Christ the King Episcopal Church)**
- **Clergy Honorarium: optional (payable to Christ the King Episcopal Church-Rector's Discretionary Fund)**
- **Acolyte/Crucifer: \$50.00 (payable to individual)**
- **Organist: \$250.00 (payable to Dr. David Ott)**
- **Additional Musicians: amount to be determined (payable to individual)**
- **Two Nursery Attendants \$50.00 each (payable to Christ the King Episcopal Church)**
- **Sexton: \$150.00 (payable to Christ the King Episcopal Church)**

## Music Resources

Since the available music that is suitable for the Sacrament of Marriage is so extensive, the list given here is of compositions that enhance and emphasize the joy of the Celebration. The bride and groom are encouraged to make an appointment with the church music director/ organist so that selections can be heard and decisions about the music be made as early in the planning process as possible.

### Processional/Recessional

Arioso	Bach
Jesu, Joy of Man's Desiring	Bach
Canon in D	Pachelbel
Trumpet Tune	Purcell
Trumpet Voluntary	Purcell
Te Deum	Charpentier
Rondeau	Mouret
Ode to Joy	Beethoven

## End Notes

Please assign someone to clean up items brought into the building such as boxes for flowers and decorations. Please have someone do a walk through after the service and/or reception to make sure no items have been left in any rooms used throughout the building as well as in the church itself. All rooms should be returned to the same arrangement in which they were found. Christ the King is not responsible for receiving deliveries or storage of any property, items or material goods damaged or left in the facility. Any physical damage to the church or its property resulting from the wedding activities is the responsibility of the wedding couple.

Any exceptions to any of the guidelines in this customary are at the discretion of the rector.

The Rev. Richard Gillespie Proctor, Rector    850-267-3332    [rector@christthekingfl.org](mailto:rector@christthekingfl.org)

Dr. David Ott, Music Director and Organist    850-687-0862    [david@davidottcomposer.com](mailto:david@davidottcomposer.com)

Ms. Kirsten Smith, Parish Administrator    850-267-3332    [office@christthekingfl.org](mailto:office@christthekingfl.org)

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