

**Wesley United Church**  
**Wedding Ceremony Information**  
(revised September 1, 2023)

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Dr. David Chafe	Director of Music	709-579-3682	dbchafe@gmail.com

First of all, allow us to congratulate you on your decision to get married. We know this is a big and important step in your journey together and we welcome the opportunity to assist in making your special day one to be treasured and remembered. We realize that there are many questions and concerns that arise when planning your wedding and this document is designed to help things run a little smoother for you. Please, take the time to read through the document and, if you have any further questions, contact the Office Coordinator or Rev. Bill, both of whom will be only too glad to speak with you. At the Annual Congregational Meeting in March of 2015, Wesley United Church has instituted a policy of Equal Marriage, meaning that we will perform same gender weddings.

**>> Booking Your Wedding**

If you wish to be married in the sanctuary, we recommend that you book your wedding as soon as possible. For the busiest times of year (late May to early October), weddings are often arranged 12 – 24 months in advance. Please contact the Office Coordinator to book your date and time.

In the event that there are multiple weddings on any given day, two hour time slots are allotted for each wedding. This will allow time for the wedding to proceed without interrupting the other weddings booked for the day. Although Rev. Bill is quite happy to perform weddings outside of the sanctuary, priority will be given to weddings that take place in the sanctuary. Please keep this in mind when you speak with the Office Coordinator.

**>> Wedding Fees**

Church Administration	\$100.00
Minister	\$150.00
Organist	\$150.00
Caretaker	\$50.00
<b>Total</b>	<b>\$450.00</b>

Fees for the wedding are to be paid to the Office Coordinator no less than one week prior to the wedding. If paying by cheque, you can make it out to Wesley United Church. A receipt for the same will be issued by the Office Coordinator.

## >> **Marriage Licence**

All persons wishing to be married must have a valid Provincial Marriage Licence from the Newfoundland and Labrador Government. Such licences can be picked up from government offices and any number of issuers of licenses in the city and throughout the province. Marriage Licences are valid for no more than one month and must be delivered to Rev. Bill no later than 4 days prior to the wedding. If you are a divorced person, you will need a certificate of divorce in order to have a marriage licence issued. Please consult the Vital Statistics Division of the NL Government (709-729-3308) or St. John's City Council Office for more information on Marriage Licence fees and procedures.

## >> **Consultation with the Minister**

At the present time, there are no marriage preparation courses offered at Wesley United Church. Instead, Rev. Bill likes to meet with the couple, at least once, prior to the wedding. This will give all parties the opportunity to get to know each other and to plan the service so that it suits the needs of the couple and the church. This meeting will last approximately one hour. Most couples arrange for this meeting as soon as they have picked up the Marriage License. However, if you wish to meet earlier than that, arrangements can be easily made to accommodate you. Please contact Rev. Bill to make the arrangements to meet with him.

## >> **Music Considerations**

It is important that the couple contact the Music Director of Wesley United Church, David Chafe, well in advance of your ceremony to inform him of your wedding date and time, and to consult on your ceremony music. Contact David at [dbchafe@gmail.com](mailto:dbchafe@gmail.com).

Given that you have chosen a church for the site of your ceremony, it is strongly recommended that at least some of your preferred music is sacred, classical, or in a classical style. If you would like to have a singer perform, for example, contemporary love songs with lyrics that are absent of sacred references, these will be considered cautiously at best by David Chafe and Reverend William Mercer, but it will most likely be advised that this music be reserved for your reception. David will guide you in your music considerations, as he has many years of trusted experience performing music for weddings and will assist you in ensuring that the music for your ceremony is respectful of the church setting and of a high quality. Please also advise David of any requirements for additional musicians, and he will be glad to help you plan accordingly. If additional musicians are of your choosing, you must confirm their availability on your own. If they require David's piano or organ accompaniment, they are required to send him the music he will need. These additional musicians will be expected to be very familiar with their musical parts in advance, as David is not responsible for teaching music to other wedding musicians. As part of the fee for the Music Director, there will be one rehearsal with your additional musicians if he is their collaborative pianist/organist. If you would like additional professional musicians but would prefer that David arrange for their participation for you, he will be glad to assist, though you should be prepared to pay at least an additional \$125 per musician.

David Chafe is the official pianist/organist of Wesley United Church. If you would like to have a pianist/organist other than David, you and they will be required to ensure that the piano and organ are left in precisely the condition they were in prior to your ceremony. You will also be required to pay David his fee of \$150 if he is not participating in your ceremony, and it will still be required that he and Reverend Mercer approve of your music, not your replacement musicians. In David's absence, all costs

to repair or replace damaged or lost musical property of Wesley United Church will be your responsibility.

There are generally four pieces of music you will want to have for the formal part of the ceremony. These are as follows:

- Bridesmaids' walk up the aisle
- Bride's walk up the aisle
- Signing of the registry
- Recessional

If you have a soloist or would like to insert additional performance music, appropriate times for these would be immediately prior to the exchange of vows, and/or during the signing of the registry.

The Music Director is rarely required to be in attendance for wedding rehearsals. If you would like him to attend, his fee will be higher to account for this extra time.

## **>> Photographs and Videos**

Your wedding service is a time of worship, and we do not want your special time to be filled with the distraction of cameras clicking and people moving around. While it is impossible to stop all people from taking pictures, we do ask that you designate one person to be responsible for taking your wedding photographs. Ask them to consult with the minister prior to the ceremony about appropriate places where they can take photographs on your behalf. Rev. Bill is very accommodating to wedding photographers and asks that the only time pictures not be taken is during the actual exchange of vows.

Videos are a means to capture your special day forever and we encourage you to preserve your day in this way. Should you choose to do so, again we ask that you have your videographer consult with Rev. Mercer prior to the service to decide the best place from which to shoot the video. We do ask, however, that the videographer not use bright lights to film. The natural lighting of the sanctuary is often sufficient for videos.

## **>> Wedding Rehearsal**

The rehearsal is normally (though not always) held two days before the wedding ceremony. It can be arranged through the Office Coordinator or when the couple meets with the clergy. For wedding ceremonies to be held in another location, you will need to coordinate when the space will be available at a suitable time for all involved. The rehearsal takes about 45-60 minutes and ensures that everyone involved is clear on how the various parts of the ceremony will take place. The wedding rehearsal should be attended by the bride and groom, bridesmaids and groomsmen, parents or family members who would be involved in the processional or candle lighting and any persons who are reading scripture or providing other leadership. If you plan to have a Marriage Candle (or other such ceremonial symbol) lit during the ceremony, you will need to purchase and bring along the following items for the rehearsal: one large white candle and its base, two slim white candles and holders for the families to light.

## >> **Role of The Caretaker**

Our Caretaker assists with some practical considerations for your wedding ceremony. He co-ordinates the sound system and lighting for the service, ensures the sanctuary is clean and tidy, opens the church doors and offers any information to the wedding participants at the rehearsal and just prior to the service. He also can assist with the wedding Processional and suggestions regarding having a Receiving Line after the service. Due to the difficulty of clean up, confetti (and other such items) are not permitted in the sanctuary or on the church steps.