



Marriage Guide



Jesuit Church of The Immaculate Conception

FARM STREET

Introduction

We have produced this booklet to help you with your preparations for your wedding day. Please take the time to read through our process.

Enquiry Stage

The Church's regulation is that couples should normally give six months' notice so that they may be fully prepared for so momentous a change in their lives.

It is important to approach the church first before making your plans for a reception venue. No dates will be confirmed until you both meet with a priest from Farm Street.

In order to celebrate the Sacrament of Matrimony in the Catholic Church, at least one of you must be a Catholic.

It is customary for couples to have their wedding at their local Catholic Parish. If you do not normally worship at Farm Street, please state the name of the parish where you normally attend Mass and give the reasons you wish to marry here.

Please note you must not have a civil marriage (Registry Office) performed prior to the Church wedding unless by special arrangements with the church.

If either party has been married before, whether in a religious or civil ceremony, it is essential that this be disclosed with the initial enquiry.

If you have a situation that you would prefer to discuss with a priest prior to writing, the Parish Secretary will be happy to arrange an appointment over the phone.

Initial enquiries regarding the use of Farm Street Church are handled via our website on our sacraments page where you can fill our wedding enquiry form.

If you would prefer to enquire in writing, please do so to the Parish Secretary, 114 Mount Street, London W1K 3AH. Your letter of enquiry should contain your names and addresses with contact details and the proposed date (approximately) for the wedding. Please also state your religious affiliation and whether you have ever been married before.

Essential Documents

After your initial meeting with a priest, you should contact the parish secretary to discuss the paperwork for your wedding. There are some forms that need to be completed by the couple and the church, and the parish secretary will guide you through these. In addition, the following documents need to be provided by the couple:

1. A letter from your local parish priest confirming that he has no objection to you being married in this church.
2. Declaration of Freedom for each party, notarised by a Commissioner for Oaths (Solicitor). These can be downloaded in the marriage pack on the website.
3. An up-to-date baptismal certificate from the church where you were baptised. You should contact the church of your baptism to request this. It must not be dated more than six months from the date of your wedding (i.e. If you are being married on the 1st December, it must be dated on or more recently than the 1st June.). Baptised non-Catholics need only provide a copy of their original baptism certificate.
4. A Marriage Course certificate (see below).
5. A £50 cheque, addressed to WRCDDT, for marriage paperwork that will involve the Chancery of the

Archdiocese, such as a marriage between a Catholic and a non-Catholic Christian, or a non-baptised person, a marriage ceremony outside the diocese, or a convalidation (that is, if a couple are already civilly but not sacramentally married). This is to cover administration costs for the Diocese of Westminster.

6. A marriage schedule. This document gives us authorization to civilly marry you. You must apply for this by giving notice at your local Register Office. You should do so as soon as a date has been agreed with the church and not less than 28 days before the wedding. The schedule must be given to the church by law before the ceremony so please deliver it as soon as possible. Sometimes the schedule is sent by e-mail, so please check with the register office on how they intend to deliver it. It is absolutely essential that the schedule is presented since the wedding cannot take place without them. The legal name of the church is “Farm Street Church”.
 - During the wedding ceremony, the schedule is signed by the couple, the witnesses, and the church registrar. This will be then be delivered by the parish to Westminster Register Office. To receive your marriage certificate, you must contact Westminster Register Office. Please allow ten days following your wedding before contact the register office to

request this.

- A marriage schedule is not required for a convalidation. A copy of your civil marriage certificate must instead be provided as part of the essential documents. This should be discussed with the priest at your initial meeting if it applies to you.

Marriage Preparation

Your wedding should be the culmination of much prayer and reflection. Your priest will guide you in this process. To assist you in this, it is required that both of you attend a Marriage Preparation Course. A full list of courses in the Diocese of Westminster can be found at www.rcdow.org.uk/diocese/marriage-and-family-life.

Order of Service

The priest preparing you will be very happy to talk you through the order of service. If you are both Catholic, you may decide to have a Nuptial Mass as part of your wedding service. For your convenience, example Order of Service for both a Nuptial Mass and a Wedding Service are available in the marriage pack to be downloaded from our website.

There is a choice of readings and music to be made in either case. Readings to choose from are found in the marriage pack.

All orders of service must be pre-approved by either the priest or the parish secretary prior to printing. Please forward the draft copy to farmstreetoffice@rcdow.org.uk.

Music

The music provided must be from our Parish musicians.

The Director of Music, David Graham may be contacted by email at farmstreetmusic@gmail.com. David is at the church every Sunday morning and most Saturdays so he will invite you to the church on a Saturday or Sunday morning for a personal discussion regarding the music. Please contact the Director of Music at least four months before the date of your ceremony.

The fees are: Organ only £310; Organist & Soloist £505, Organist with Full Choir (10 professional singers, organist and choir director)

£1,690. The full choir is the same as the one you hear at the 11am Solemn Latin Masses on Sundays, but a smaller ensemble is possible in some very exceptional circumstances. (These fees

include the time you spend with the Director of Music discussing suitable repertoire for your ceremony as well as choir /soloist rehearsals on the day of your ceremony.)

The choir, choir director and organist are professional musicians, hence the fees they charge and any recording of their work is part of their professional status. If you wish to record the music at your wedding, you will need to comply with the law regarding Copyright, and Performers' Rights. Additional fees are applicable. The Director of Music can give you more information.

Please note that only sacred music can be used at weddings in our church.

Flowers

The flower arrangements must be from our dedicated florist. Helen Aristidou and her team are responsible for all flower arrangements in the church. You may ring her on 0207 538 8484; or email the-flower-shop@btconnect.com.

The Flower Shop, 9 Pepper Street, London E14 9RB

Photographers

You can employ any photographers, and they will be allowed at

designated places in the church. The use of video cameras is permitted with the same conditions and without additional lighting. The Director of Music will advise on additional charges when video cameras are used. The use of “drones” for any purpose is totally prohibited.

Confetti

Under no circumstances is the use of confetti of any kind permitted either inside or outside the church.

Fees

The following are the fees that will need to be paid for a wedding at Farm Street Church:

1. An offering to the church. We propose 10% of the total wedding cost, including the cost of the reception, payable to “Farm Street Church”. We suggest **£2,500** as a baseline figure for an averagely-costed wedding. If you are a UK tax-payer, this should be gift-aided (an envelope will be provided). This offering should be sent to the parish offices no later than one month before the wedding date. A priest will be very happy to talk to you If you have any questions or concerns about your offering.
2. Music fees (for those who choose to have music as part of their marriage service). These should be discussed with the Director of

Music, David Graham.

3. Flower fees (for those who choose to have flowers at their wedding).

These should be discussed with the church florist, Helen Aristidou.

4. £50 Chancery fee (for those entering a marriage that requires the papers to be processed through the Diocesan Chancery Office. The parish secretary will inform you if you need to pay this).

Should you require further assistance or clarification, please do not hesitate to ask. It is our wish to make your Wedding Day as memorable as possible.

