

# Marriage in the Anglican Parish of Hunters Hill

St Mark's  
Figtree Road  
Hunters Hill

All Saints  
Ambrose Street  
Hunters Hill

Current as at March 2018

## CONGRATULATIONS

Congratulations on your decision to be married.

We hope that the time leading up to your wedding day will be an exciting and happy one. We know it will also be busy, so we are ready and willing to help in any way we can to make your wedding day extra special.

We hope that this booklet will help you with some of the more practical aspects of planning your Church wedding. As part of our preparations we will sit down together and walk through this entire document.

We want your day to be truly special, and a great blessing for you as you begin the amazing journey that is marriage.

*Rev'd Michael Armstrong*  
Senior Minister  
Anglican Parish of Hunters Hill

## Marriage in the Anglican Church

The prayer book teaches that marriage in the Anglican Church is the union of a man and a woman in a lifelong partnership in which they are called to unite in heart, mind and body, to enrich and respond to each other and grow in tenderness and understanding. It is a gift from God and a symbol of God's unending love for his people.

The Commonwealth of Australia sets out certain legal requirements pertaining to marriage. These are defined by the *Marriages Act 1961* and section 43(a) of the *Family Law Act 1975*. One of the legal requirements placed upon clergy is that, when conducting a marriage ceremony, only those rites authorised by their particular denomination may be used. This means that, according to Australian law, Anglican clergy are required to use only the rites of Anglican Prayer Books when conducting a marriage service. The Anglican Church, furthermore, assumes that those couples approaching marriage are seeking a Christian wedding and are willing to be married within the Anglican tradition.

Anyone wishing to be married in an Anglican church may be – but under the law of the Church, at least one party to the marriage must be baptised. The remarriage of divorced persons is possible in the Anglican Church with the permission of the regional bishop.

*The Marriages Act 1961* requires that at least one month's notice be given using the proscribed *Notice of Intention to Marry* form to the proposed celebrant before the marriage takes place. Couples desiring to be married in an Anglican Church should contact the parish office well before the proposed date of their marriage.

While planning a wedding is important, it is even more important to make plans for the longer lasting celebration – marriage. Our Parish provides the opportunity to participate in Marriage Preparation. While optional, we truly believe that this is an extremely worthwhile process.

Our Parish Clergy will meet with you face to face on at least two occasions prior to your marriage:

1. The first occasion is to attend to legal work, such as the Notice of Intention to be Married. At this meeting we will also go through the service itself and seek to answer your questions. We will also talk with you about Marriage Preparation and what is on offer for you;
2. We may meet together on other occasions if you choose to undertake one of our Marriage Preparations options, or to talk further about your wedding plans;
3. There will also be a rehearsal to attend, usually in the days just prior to your wedding.

## Practicalities

### Fees

A wedding in the Parish of Hunters Hill is subject to fees. A wedding at All Saints' Church is \$2500.00, and at St Mark's Church is \$2200.00 (please note there may be a further increase after 31<sup>st</sup> December 2018). This fee includes completion of legal requirements, the Minister, exclusive use of the church building and grounds for photographs (for extended usage of our grounds, see *Grounds Usage* below), an organist and two sets of flowers arranged by our florists, and pew bows (if desired).

Additional fresh flowers can be placed in the church by arrangement with the Minister and at an additional cost. Music which requires the purchase of sheet music, or special copyright, is also in addition to this cost.

Marriage services conducted by a Minister outside of one of our church buildings (e.g. Garden, Beach etc) will entail a fee of \$1500.00. This includes all legal requirements and the Minister. We do not provide a PA, tables or any other needs for the service. Please note that a service outside may only occur with approval of the Regional Bishop, and your clergy will explain this and work with you to seek to obtain permission if you require. Travel more than 20km away will also incur an additional fee for travel, and this depends on the distance being requested.

A non-refundable deposit of \$750.00 is required to confirm your booking. Please note that until this is received your wedding date and time cannot be confirmed. Full payment must be made three months prior to the wedding. Cheques should be made payable to "The Anglican Parish of Hunters Hill", and we are able to receive direct deposits to Commonwealth Bank Account 062182 10022269 in the name of Anglican Parish Hunters Hill General Account. Please reference the Bride's surname and date of wedding.

## **Pre-Marriage Preparation**

There is significant evidence that marriages which have had some preparation have a much higher likelihood of success. Our Parish offers two options, and we encourage you to consider one (if not both 😊).

At your initial meeting with the clergy we will discuss these with you. Further information can be found here: <http://www.aphh.com.au/pdf/PreparingforLifeTogether2018.pdf>

## **Conduct of Services**

Your service will be conducted as per the rites of the Anglican Church of Australia using A Prayer Book for Australia Second Order of Holy Matrimony. An outline is found at the end of this document.

Your service will be conducted only by our licenced and experienced Clergy, the Rev'd Michael Armstrong or the Rev'd Kimberly Sawyer. We apologise that do not permit ministers or pastors from other Churches to conduct the service, but may invite at your request one to participate within the liturgy.

## **Time of services**

We have set times for services to occur on Saturday's at 11:00am, 1:00pm and 3:00pm. Mid-week and Sundays may have more flexibility, and we are happy to negotiate a suitable time. We allow two hours in total for your usage of our site. For planning purposes, we would normally open the Church 40 minutes prior to the service to allow the Groomsmen and Guests to arrive. The service takes between 30 and 40 minutes, and you then have around 40 minutes of time for photos in the grounds surrounding the Church.

Those who have a 3:00pm time slot may opt for a one-hour extension of time at an additional cost of \$250.00 to host drinks and nibbles in our grounds, or hire our hall. There are conditions around this usage that you should discuss with the clergy, and this includes obtaining insurance.

## **Flowers & Decorations**

We have some wonderful experts in our congregation who ensure that the flowers are beautiful and tasteful, and large enough for our venue. Prior to your wedding we will encourage you to be in contact with one of these people to discuss your needs (colour, favourite flowers etc). Flowers remain the property of the Parish at the conclusion of the service. Decorations in the Church are also welcome but will require negotiation with the Minister as there could be other weddings or events on the same day. To ensure high quality we do not allow other florists to provide flowers. We also ask that nothing be attached to any furnishings that may cause them damage.

## **Seating Size**

St Mark's comfortably holds approximately 80 people. All Saints' comfortably seats 225. Traditionally (but feel free to not do so) the Bride's family and friends sit on the left side of the church and the Groom's on the right.

## **Ushers**

It will be helpful to your guests if you arrange to have two ushers available at least 20 minutes before the commencement of your wedding service.

## **Don't be late!**

Being on time is essential. Other events take place in the life of the church and so to make sure you have all the time you need, we ask that you be on time. We allow for 2 hours for a wedding, including arrival time, the marriage and time for photos afterwards. Please plan your car journey well, and allow extra time on Saturday for sports events.

The bridegroom's party will need to arrive 25 minutes before your scheduled time, and the Bridal party will arrive 5 minutes before the service commences. Please note that we hold the right to postpone or delay your wedding should you be more than 15 minutes late.

It is advisable that on your wedding invitations you might put a fifteen-minute earlier time slot, such as "2.45pm for a 3.00pm service". This will allow guests to know that you will value their promptness. We hold the right to postpone your wedding to a later time should the bridal party be more than 20 minutes late.

## Music

We have a preference for live music played by talented musicians as this improves the flow and feel of any service. We value the organ as a rich contribution to our wedding services and believe live music creates the best environment for worship and celebration. However, you are welcome to negotiate with the Minister other forms of music, including recorded music. Our Parish adheres to copyright of music requirements and your fee covers the usage of most music within the church. The Minister will need to approve your choices to ensure your day will be a memorable one – for all the right reasons 😊. If we need to purchase sheet music, or special copyright, this will be at your own cost in addition to the fee.

You will require three pieces of music:

1. The entrance of the bridal party (length depends on number in the party);
2. The signing of the register (should be at least 4 minutes long);
3. Recessional (something to leave by).

Marriages performed outdoors are responsible for their own music and copyright.

The following are suggestions by our musicians:

ENTRANCE MUSIC	
Bridal Chorus – “Lohengrin”	Wagner
Canon In D	Pachelbel
The Prince Of Denmark's March (Trumpet Voluntary In D Major)	Clarke (Purcell)
Trumpet Tune in D	Clarke
Triumphal March, Aida	Verdi
Spring From Four Seasons	Vivaldi
St Anthony Chorale	arr. Haydn
Wedding Processional from "The Sound of Music"	
SIGNING OF THE REGISTER	
Jesu, Joy Of Man's Desiring	Bach
Air on the G String	Bach
Air from "The Water Music"	Handel
The Swan	Saint-Saens
Pie Jesu	Faure
To a Wild Rose	Macdowell
Aria from "Xerxes"	Handel
Minuet from the Overture to "Berenice"	
RECESSIONAL MUSIC	
Wedding March From Midsummer Night's Dream	Mendelssohn
La Rejouissance (The Rejoicing) from "Music for the Fireworks"	Handel
Minuet from Fireworks Music	Handel
Processional from Fireworks Music	Handel
Finale from Fireworks Music	Handel
Ode To Joy	Beethoven
Trumpet Tune	German
March from "Scipio"	Handel
Nun Danket Alle Gott	Karg-Elert
Final from Symphony No. 1	Vierne
Tuba Tune	Cocker

## Photography

Your photographer is most welcome. He or she should consult with the Minister prior to the event to ensure that the best location for photographs is found, and also to ensure that your service is not disturbed by photographers moving around during the service. It is advisable, if possible, that the photographer attend the rehearsal to see what takes place, and to plan the most ideal locations to capture your wedding.

## Video

Professional or amateur video is welcome. However video operators require a special "Single-Event Video Licence" from AMCOS/ARIA before a wedding can be videotaped. A licence application form is available from:

[http://www.apraamcos.com.au/media/3518/single-event-video\\_licence-2014-15\\_distributed.pdf](http://www.apraamcos.com.au/media/3518/single-event-video_licence-2014-15_distributed.pdf) .

Please make your family and friends aware of these copyright laws. Refusal to allow videoing on the day can cause confusion and embarrassment.

## Service Sheets

We are happy to help you to prepare an order of service if you require one. An electronic outline is available on our website (<http://www.aphh.com.au/pdf/Wedding%20Service%20Sheet%20Sample.docx>). Unfortunately, we cannot print these for you, but can certainly recommend someone if you need this.

## Something to throw?

Traditionally confetti, rose petals or rice has been thrown over brides and grooms to celebrate the event. Unfortunately these make a huge mess, stain clothes and have environmental consequences. We would suggest that bubbles would be a preferable alternative, and can be used within the church. You may like to provide some for your guests.

## Marriage Outside

Marriage outside is possible within the Anglican Church, but requires permission from the Bishop on significant pastoral grounds. This process may take some time, so best to discuss this early.

It is always lovely to be married outside, but it is ideal to have a back up plan. We suggest booking an alternative indoor location as a precaution – and make sure that you put this information on your wedding invitation (for example: In the event of unfavourable weather, our service will take place at XYZ. Send a text to X's Best Man on 12345678901 to confirm on the day).

Marriage outdoors also has some logistical requirements in terms of being seen and being heard. We suggest that you arrange for a PA system and some seating (especially for older relatives). Getting married in public parks and gardens usually requires a booking to be made through the local city council or other authority. There is sometimes a fee associated.

We discourage allowing your guests to drink during or before the ceremony – experience has shown that this can result in some less than memorable events.

## Change of Address

Please let us know if you change your address or phone number after you have made a booking. If we cannot contact you we will assume you are no longer intending to marry and your booking will lapse.

## Readings

An Anglican Wedding Service has at least one reading from the bible, and a maximum of two readings. There is traditionally one from the Old Testament, and one from the New Testament. You can choose a suitable reading from the list below for use in your wedding service, or talk with the Minister about other options.

Other readings or poems may also be appropriate and may be negotiated with the Minister. However there is a maximum of two readings in total. The bible is read last. Guests are most welcome to read these.

Genesis:	Chapter 1, verse 26 to Chapter 2, verse 4a.	1 John:	Chapter 4, verses 7 to 16.
Psalms:	128; 37 (verses 3 to 7); 67; 23; 100; 121; 138.	1 Corinthians:	Chapter 12, verse 31 to Chapter 13, verse 13
Ecclesiastes	Chapter 4, verses 9 to 12	St. Mathew:	Chapter 7, verses 21 to 29.
Ephesians:	Chapter 3, verses 14 to end.	St. John:	Chapter 2, verses 1 to 11.
1 John:	Chapter 3, verses 18 to 24.	St. John:	Chapter 15, verses 9 to 17.

Go to <http://bible.oremus.org/> to see these verses. If you intend to print them out make sure they are from the New Revised Standard Version (Anglicised).

## **Rehearsal**

It is normal that a rehearsal takes place with the bridal party before the marriage takes place, often the night before. This ensures that your day runs smoothly, and that everyone knows what takes place during the service. This time is usually negotiated at your first meeting with the Minister. The rehearsal usually takes one hour. Please be on time.

We ask that:

- The Bride and Groom be present;
- The Bridesmaids and Groomsmen be present;
- The two witnesses be present (this may be Best Man and Matron of Honour);
- If someone (usually Dad) is “giving the bride away” – he should come along;
- You bring along any music, service sheets, bubbles or other items required for the service – that way you know they are already present and ready to go;
- The Bride and Bridesmaids bring along the shoes they will wear on the day (all will be explained).

If you are getting married outside, or at another venue, it is often good to find out if you can also have a rehearsal at that place and book the space for a time negotiated with the Minister.

## **Grounds Hire**

Your fee entitles you to use our grounds following the service for photographs for up to one hour. It is possible to extend this if a wedding or other church event is not following your service.

If you wish to use our grounds to serve drinks and nibbles to your guests, then we are most open to exploring this. We only permit this for weddings who take the final time for the day (usually 3pm). There is an additional fee of \$250.00 (plus GST) plus a bond of \$500.00 (refundable on meeting conditions in the licence). This entitles you to exclusive use of the grounds for up to two hours. You will also need to enter into a “Licence Agreement” with our Parish Wardens for this usage which will cover the terms of usage. You will also be responsible for ensuring responsible serving of alcohol and Public Liability Insurance (can be arranged through us).

We are also happy to recommend local caterers who can assist with service of alcohol and food (who we know and trust) and recommend other options such as the Cafés in very close proximity to our Churches.

## **Legal Speak**

Marriage is celebrated within the framework of the *Commonwealth Marriage Act*, which is a Federal Law governing all marriages celebrated within Australia and its Territories. Failure to comply with all the provisions of the Marriage Act involves heavy penalties, invalidation of the marriage, and possible gaol terms.

At least one month (31 + 1 days) prior to the date you will need to meet with the Minister who is conducting your wedding and complete the legal requirements for marriage. The Service conducted is as required by the Commonwealth and prescribed by the Archbishop of the Diocese of Sydney. The service is unable to be altered.

The following areas are applicable, and you need to be aware of them:

### **Minimum Age**

Under the law of the Commonwealth of Australia, the marriage of any person under 18 years of age without the order of a judge or magistrate is invalid. If you are under 18 years of age marriage is still attainable, however, will require greater notice so that permission may be sought.

### **Birth Certificates and/or Passports**

An original Birth Certificate must be shown to the Minister at least one month prior to the marriage. If you do not have your birth certificate one may be obtained by contacting the Registry of Births, Deaths and Marriages. This does have a cost associated with it and will require an extended period of time. An original and valid passport is also an acceptable form of identification. If your Birth Certificate or Passport is not in English, an acceptable and verified translation will be required by an approved translation service (<https://www.naati.com.au/>).

### **Evidence of Death**

A Death Certificate must be produced before the Marriage of a person whose previous union terminated in the death of the partner may proceed.

### **Divorce**

The Minister must be shown the Decree stating the date of the termination of the previous marriage. Information concerning the date of the first union and the number of children (together with dates of birth) must also be supplied to the Minister.

An application to the Bishop of the Diocese in regard to the marriage of divorced persons is required if either party has been previously divorced. Please note the outcome of this application may take considerable time to obtain, so you need to allow more than one months notice.

### **Compulsion**

It is an offence under the act for any person to be married under duress, compulsion, or in any other way against his or her own free will.

### **Sobriety**

It is an offence under the Act, for any marriage to be solemnised if one or both of the parties to the union appear under the influence of, or affected by, alcohol or drugs. So please, no alcohol or drugs in the 24 hours before your marriage. If the Minister feels that any members of the party are not sober, the marriage will be postponed.

### **Witnesses**

You must have two witnesses to the Marriage, who sign the Registers. Both witnesses must be over the age of 18 years and Australian citizens. These are usually your Matron of Honour and Best Man. However, it can be any person present at your wedding.

### **Legal Documentation**

A number of Legal Documents must be signed as part of the Marriage Contract.

1. Notification of Intended Marriage. This form must be signed and witnessed no later than one full month before the date of the Marriage. In all normal circumstances, this should be completed two months prior to the wedding and is usually done at your first meeting with the Minister. You will need to bring along your birth certificates. If you have been married previously you will need to bring a copy of your divorce papers.
2. Declarations. Statutory Declarations as to legal fitness of the couple to be married must be signed before the Marriage and be witnessed by the Minister of the marriage. This is usually done at your rehearsal.
3. Marriage Registry. The Parish Register is signed and completed on the day of the marriage, as well as a copy for the Registrar General. This is registered for you.
4. Marriage Certificate. We provide a "marriage certificate" to you. This is not a legal document. the legal document is the "Registered Marriage Certificate (below).
5. Registered Marriage Certificate. Similar to your birth certificate, a document showing the official registration of your marriage is available from the office of Births, Deaths and Marriages. We do not supply this for you. You can receive one by applying at NSW Births Deaths and Marriages. Your marriage is usually registered by us on the first business day after your wedding. It can take several weeks for your Registration to be officially lodged by the Registry Office and a certificate obtained. You can apply online at: <http://www.bdm.nsw.gov.au/Pages/marriages/marriage-certificate.aspx>

## Your Wedding Service

As part of the Anglican Church of Australia our service follows the pattern of worship outlined in *A Prayer Book for Australia*. The following is an extract of that service.

### Entrance

*A suitable song is played to welcome the bridal party.*

### Statement of Intention

*The Minister outlines to all present the basis of marriage – love.*

We have come together in the presence of God to witness the marriage of *N* and *NN*, and to ask God's blessing on them as we share their joy . . . *(the introduction continues)*

### The Reading/s

*A poem may be read followed by a reading from the bible. The bible reading is always the last word.*

### The Wedding

*N*, will you give yourself to *NN*, to be her husband, to live with her according to God's word? Will you love her, comfort her, honour and protect her, and, forsaking all others, be faithful to her so long as you both shall live? *I will.*

*NN*, will you give yourself to *N*, to be his wife, to live with him according to God's word? Will you love him, comfort him, honour and protect him, and, forsaking all others, be faithful to him so long as you both shall live? *I will.*

Families and friends, you are witnesses to these vows. Will you do everything in your power to uphold *N* and *NN* in their marriage? *We will.*

I, *N*, in the presence of God, take you, *NN*, to be my wife/husband:  
to have and to hold from this day forward,  
for better, for worse,  
for richer, for poorer,  
in sickness and in health,  
to love and to cherish,  
so long as we both shall live.  
All this I vow and promise.

*The partner responds in reciprocal.*

*The rings are blessed and then exchanged.*

I give you this ring as a symbol of our marriage. With all that I am and all that I have I honour you; in the name of God. Amen

I receive this ring as a symbol of your love and faithfulness to the end of our days. May God enable us to grow in love together.

*Hands are joined and wrapped with the Minister's stole.*

Before God and in the presence of us all, *N* and *NN* have joined hands and made their solemn vows, promising life-long faithfulness to each other. In the name of God, I declare them to be husband and wife. What God has joined together, let no one separate.

*A blessing is said upon the couple.*

*The couple are pronounced married and invited to kiss one another.*

*The Register is signed during which an appropriate song is played.*

### **The Prayers**

*Prayers are said for the couple and for their future.*

### **The Blessing**

*A final blessing is given and the congregation stand to welcome the new couple.*

### **Contact Us**

#### **The Parish Office**

is located at 2 Ambrose Street  
Hunters Hill NSW 2110  
Phone: 02 98172167

#### **Postal address:**

2 Ambrose Street  
Hunters Hill NSW 2110

#### **Email:**

Rev'd Michael Armstrong – [revmichael@aphh.com.au](mailto:revmichael@aphh.com.au)  
Rev'd Kimberly Sawyer – [revkimberly@aphh.com.au](mailto:revkimberly@aphh.com.au)

We look forward to meeting with you  
and helping to create a special day  
which will be a blessing upon your continuing journey.

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