

Customary for Weddings

Trinity Episcopal Church
Asheville, North Carolina

Introduction

It is our joy to welcome you as you consider Trinity Church for your wedding. We look forward to working with you to plan a service that will express the joy of your relationship and the love of Christ that will support your new life together. This guide is a first step in the process of planning your wedding. As informative as it may be, there are inevitably many matters and questions that you will have in addition. Be sure to make notes and record questions as you read this booklet. One of the clergy will be able to provide guidance as you meet with him or her to prepare.

Preliminary Arrangements

The only person who can schedule a wedding at Trinity Church is the Rector. A 90-day notice is required. Please make an appointment with the Rector to discuss your schedule and the details of pre-marital counseling. **No date should be set before this meeting. It would be inappropriate to schedule, and confirm with deposits, locations for wedding reception, rehearsal dinner receptions, etc., and then inquire about a date at the church.**

We do not schedule weddings around the following holiday weekends: Thanksgiving, The Twelve Days of Christmas, Easter, Memorial Day, Labor Day, or the Fourth of July. Weddings are not scheduled during the season of Lent (an online search will tell you when Lent takes place each year).

Six o'clock in the evening is the latest time we will schedule a wedding ceremony.

Basic Considerations

A wedding at Trinity celebrates Christian marriage and seeks God's blessing of a couple's life together. A Christian marriage implies a belief that God through Jesus Christ will play an important role in your relationship. It also suggests that the couple embraces the dedication and disciplines required in Christian marriage. The service affirms a commitment and belief that marriage is a life-long covenant, undertaken through a vow of love and faithfulness, and by a desire for a shared life.

The service used, found in the Book of Common Prayer on p. 422, is part of the rich tradition of the Episcopal Church. There are a number of areas where you can individualize your ceremony with readings, prayers, music, and the celebration of the Holy Eucharist.

Trinity's current building is 100 years old. The main nave of the church can seat 400. The Redwood Chapel is also available for weddings and can seat 50 people.

Saturday is a traditional and convenient time to schedule a wedding but other times are possible depending upon the wishes of the couple and the availability of clergy and staff. The Church and Chapel are centrally air-conditioned and heated.

Definition

A wedding is a sacred ceremony that celebrates, through public witness, the marital commitment a man and a woman make to each other. The service is a sacrament in which the couple presents to God their intended union and commitment. The priest receives the intentions of the couple in the name of the Church, prays for them, and blesses their union in the name of God. The clergy will assist each couple in planning for their marriage, and will provide a liturgical framework for the ceremony that will help them express publicly their intentions.

Who May Be Married at Trinity?

Either the Bride or the Groom must be an active, baptized member of the Parish, or the son or daughter of an active member of the Parish. “Active” means a person or persons who, for a period of at least one year, contributes to the financial support of the Parish and attends Sunday services with regularity, and is recognized as being on the rolls of the Parish Register. The requirements of the Canons of the Episcopal Church regarding Holy Matrimony and pre-marital counseling will be observed.

Non-members of Trinity, are welcome to call the Rector to inquire about a wedding at Trinity. It is possible for non-Trinity clergy to be present to assist/lead a Wedding at Trinity but in all circumstances a Trinity clergy member will be present at the service and the service will adhere to the service found in the Episcopal Church’s Book of Common Prayer. An invitation to other clergy must come from the Rector of Trinity and the couple is responsible for any additional honoraria to the visiting clergy person. Those who reside out of town are required to seek marriage counseling from a local Episcopal clergy person or a certified counselor who will provide a report to the Rector of Trinity Church. A donation of \$3500.00 applies to non-members under these conditions, and it is due to the church when the wedding is scheduled. It is refundable up to six months before the wedding. Up to three months before the wedding 50% is refundable. After that, there is no refund.

Trinity Church is not rented out for weddings by other congregations and/or clergy.

Donations

We do not charge parishioners for the use of church facilities for a wedding. However, there are significant costs associated with the sacrament. A donation in the amount of **\$900.00** for members of Trinity Church is requested to pay the expenses of setting up in preparation for the wedding, cleaning of the church afterwards, the services of the church musician, the clergy, office staff, altar guild expenses and security of the building during the wedding. **A deposit of \$425.00 is due** to the church when the wedding is scheduled and is refundable up to six months before the wedding. The balance is due one week before the wedding.

The donation for non-members is \$3,500.00, which includes the same services as above and it is due in full to the church when the wedding is scheduled. Receipt of this donation will trigger scheduling the wedding on our calendar. It is refundable up to six months before the wedding. Up to three months before the wedding 50% is refundable. After that there is no refund.

Extra donations are as follows for members and non-members include:

Acolyte	\$50.00 per acolyte
Additional Security	\$100 (minimum)
Bulletins	\$25 per 100 printed
Early Access to Building	\$100.00
Live Streaming Service	\$100.00
Parish Hall	\$350
Pew Candles	\$150
Soloist or Instrumentalist	\$25.00 per instrument or soloist

Officiating Clergy

A clergy member of Trinity Parish will officiate at all weddings held at Trinity. All requests for Episcopal or non-Episcopal clergy to assist should be made to the Rector. The Rector will then issue an invitation to said clergy. When other clergy are invited the donation to Trinity does not change and the couple is responsible for any desired honoraria for the visiting clergy member.

Wedding Consultants

The Rector sets the customary for weddings at Trinity. The officiating clergy of Trinity will direct all rehearsals and weddings at Trinity, with the aid of the Altar Guild and its Wedding Committee. Non-Trinity wedding “consultants” are free to assist the Bride in her preparations outside the Church.

Pre-Marital Instruction

Because of the seriousness of the marriage commitment, the Episcopal Church requires that a couple be given instruction in the nature of this commitment. Every couple is unique and every relationship is unique; therefore, the length and nature of the instruction may differ with each individual couple. In the course of the instruction, the priest will encourage a serious exploration of some of the crucial issues affecting a marital relationship. The experience is meant to be both helpful and enjoyable. A donation of \$50.00 to the church discretionary fund is expected.

Use of the Building

If the bride, groom and attendants wish to dress and prepare at the church they can do so. However, the church is opened and available to the wedding party no earlier than two hours before the service is set to begin. If the wedding party needs access to the building earlier than two hours before the service begins there will be an “early access” donation as described above.

Music

All plans for music are made with the Rector and Organist. Music for all weddings is strictly sacred in nature. A list of music suitable for weddings is available for your review. The Church Organist is the person who will interpret the guidelines and assist the couple in a creative selection of music and the Rector will review all music selections.

Organist

Trinity's organist will play for all weddings. Additional musicians are usually contracted through the organist, and are paid separately by the family. There is an additional \$25.00 donation paid to Trinity for each instrumentalist or soloist involved in the wedding. When the couple requests an organist other than Trinity's organist, the Rector must approve it. If an organist other than Trinity's is agreed upon the donation to Trinity does not change and the couple is responsible for any desired honoraria to the visiting organist.

Flowers

The only flowers permitted in the church (other than those worn or carried) are flowers placed in vases on the Altar and as pew markers for the families of the bride and groom. Should you wish to have flowers on the Altar, arrangement must be made promptly with your favorite florist once the wedding date has been chosen and arranged. If you need recommendations, we are happy to help. **Floral arrangements must match the sacred nature of the service and it is your florist's responsibility to contact the church office for guidelines.** Arrangements that arrive at the church that are inappropriate to the sacred nature of the service will not be used.

Flowers must arrive at the church no later than the day of the wedding before 11:00 a.m. Volunteer Altar Guild members are at the church on Saturday mornings and will need to make sure they are properly placed on the Altar. The flowers become the property of Trinity Church and are delivered to the sick or homebound. White altar vestments are used for all weddings. Ribbons are used on the ends of the reserved pews (1/2" or less only).

Other Decoration

Pew candles, without any additional decoration, may be used for an additional donation of \$150.00. No aisle runners are permitted. No flower petals, rice, or any other product may be scattered either inside or outside the church.

Attendants

Bridesmaids, Groomsmen and all other participants in a wedding should be persons who can, in good conscience, commit themselves to be supportive to the purpose of the ceremony. They will be expected to attend the rehearsal and abide by the customs of Trinity Church.

Young Children

If small children are to be considered as participants, their role must be planned in accordance with the religious significance of the occasion, and this should be discussed with the Officiating Clergy. Child-care is not provided without special arrangements through the church office.

Photographs and Photographers

In the Episcopal Church weddings are first and foremost a service of worship. The nature of the worship service is to be preserved. **Therefore only limited photography is allowed during the wedding.** The couple is responsible for informing professional photographers of this and it is the responsibility of the photographer to contact the priest before the service to review the guidelines for weddings at Trinity.

Photographers who do not respect the guidelines will be removed from the church property. Posed pictures may be taken before or following the service. The time is limited to 30 minutes for taking pictures following the service. Trinity has a stationary HD camera in the church and we are happy to provide a DVD of the wedding.

Rehearsals

All members of the wedding party should be present for the rehearsal. Rehearsals take place at 5:00 p.m. or earlier. The rehearsal itself will take approximately one hour. Please plan your rehearsal dinner or any parties to take place following the rehearsal. The rehearsal will begin and end on time no matter who is present or not present and the bride and groom are responsible for informing all rehearsal attendants to be present on time.

Order of Service

Weddings will be conducted in accordance with “The Celebration and Blessing of a Marriage,” from *The Book of Common Prayer*. This includes a list of suggested scripture readings for the service. No other readings are permitted as “official” readings. The officiating clergy person may be able to accommodate a reading or poem as part of the homily or aside from the official readings of the service. The Prayer Book also provides for The Celebration of The Holy Eucharist as a part of the service. This is an optional yet encouraged part of the service and can be discussed with the clergy.

Bulletins

Trinity will produce a simple one-page bulletin at your request and for the amount listed on page 3. If you wish to produce your own bulletin the priest must approve it before it is printed and it must be shared with her or him at least one week before the service.

Ushers

Ushers should arrive one hour prior to the service to help seat guests. The friends and family of the bride are seated on the left side of the church, the groom’s friends and family on the right. Ushers will receive their instruction at the rehearsal.

The groom and best man should be at the church at least one hour prior to the service and have the wedding ring for the service.

Acolytes

Acolytes will light and extinguish candles and will carry the Processional Cross. If you have a special person whom you would like to perform this service, contact the Rector for permission. It is preferred that trained Acolytes in the Episcopal Church be used for this purpose. If the Church provides the Acolytes, a \$50.00 honorarium should be given to each one. In all cases, the person(s) chosen need to be at least middle school age.

Receptions/Rehearsal Dinners at Trinity

Trinity's "Tuton Hall" is available for receptions and rehearsals dinners. Please make arrangements to meet with our Hospitality Coordinator prior to and during the reception planning process. Trinity has a list of approved caterers. All wedding receptions must end by 9:00 p.m. There is a separate donation for the use of the parish hall and the sexton's services.

Marriage License

The license is obtained from the office of the Register of Deeds on the first floor of the Buncombe County Court House. You can also obtain a license in any county in North Carolina even though you are being married in Buncombe County. Marriage licenses cost \$50.00 and are good for 60 days. No physical is required. Two forms of identification are required, including either a driver's license or a certified birth certificate, and a Social Security card or a document with the Social Security number printed on it. **The license must be delivered to the church on the Monday before the wedding. It is not possible for the clergy to perform a wedding without the license.**

QUESTIONS?

To contact the Rector:

The Rev. Dr. R. Scott White
Trinity Episcopal Church
60 Church Street
Asheville, NC 28801
Phone: 828-253-9361, ext, 223
E-mail: scott@trinityasheville.org

To contact our Organist:

Mrs. Sharon Carleton Boone
Trinity Episcopal Church
60 Church St. Asheville NC 28801
Phone: 828-253-9361, ext, 226 Fax: 828-253-9866
E-mail: sharon@trinityasheville.org

For wedding bulletin information:

Mr. Ken Wilson
Trinity Episcopal Church
60 Church St. Asheville NC 28801
Phone: 828-253-9361, ext. 222 Fax: 828-253-9866
E-mail: ken@trinityasheville.org

To contact our Hospitality Coordinator: Mrs. Debbie Cox

Trinity Episcopal Church
60 Church St.
Asheville NC 28801
Phone: 828-253-9361, ext. 229 Fax: 828-253-9866
E-mail: debbie@trinityasheville.org

To Contact our Wedding Coordinator: Mrs. Gay Coleman

11 Stuyvesant Road
Asheville, NC 28803
Phone: 828-277-6094
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