

WEDDING GUIDELINES



CHRIST THE KING UNIVERSITY PARISH /
OFFICE OF CAMPUS MINISTRY

London, Ontario



Edition 2.3
August 2017

Congratulations on your engagement!

Your decision to enter into the vocation of married life is a sign of love, hope, and strength for the entire community.

Christ the King University Parish welcomes wedding celebrations of its parishioners and students, staff, faculty, and alumni of King's University College and the University of Western Ontario. We are not always able to accommodate all requests from others and encourage you to celebrate at your own parish church.

The following guidelines will help you understand what is required in order to plan your particular celebration. Please note from the outset that we make the arrangements with the bride and groom and NOT with their parents.

Wedding Preparation

An adequate preparation time is necessary to ensure everything is in order for your wedding celebration. Couples generally contact the parish one year in advance of their proposed date.

Several meetings with the pastoral team are needed to ensure all necessary documentation is completed and to coordinate the celebration of the wedding liturgy. Typically, couples will work with:

- Administrative Assistant
- Pastoral Counsellor
- Celebrating Priest or Deacon
- Liturgical / Music coordinator

Baptismal Certificate: At the time of your first meeting, you will be required to present your baptismal certificates (for Catholic and other Christian partners). For Catholics, a recent certificate (issued within the last six months) is required and can be easily obtained by calling the church where you were baptised. We ask for a recent certificate as it will also provide a record of all other sacraments which you have received.

Marriage Preparation: The Diocese of London requires that all couples preparing for marriage participate in a process of “Marriage Preparation.” This will be offered by the parish team as a combination of individual and group preparation.

Each couple is asked to attend one of our group / “Marriage Retreat” afternoons to meet and support others who are preparing for marriage.

Booking: Please do not book a venue for your reception until a date for the wedding has been confirmed with the church. Besides determining the availability of the worship space, each couple will need to meet with the pastoral counsellor and/or pastor to ensure that there is nothing preventing you from celebrating the sacrament of marriage. This can be determined typically during the first meeting with the counsellor/pastor.

Christ the King University Parish has two Worship Spaces available for weddings. Each location provides a unique setting and seating capacity for your celebration. We also can work with our neighboring parishes around a space if necessary.

**Worship Space at Elizabeth A. “Bessie” Labatt Hall,
King’s University College**
266 Epworth Avenue / London
Seating Capacity: 300

**Christ the King Chapel-Monsignor Wemple Building
King’s University College**
266 Epworth Avenue / London
Seating Capacity: 50

Planning the Wedding Liturgy

The usual times for our wedding celebrations are Saturdays at either 1:00 PM or at 3:00 PM.

Although the wedding liturgy is a set ritual, there are a variety of options available within the liturgy. We encourage you to actively participate in planning your celebration by choosing your readings, choosing the music, considering the entrance procession, and by involving family and friends to proclaim the readings and intercessions. At the beginning of the preparation process we will give you the book *Celebrating Your Love*, which will assist you in all of these aspects. Members of the Pastoral Team will also guide you through these options.

Music: Music at your wedding is to reflect the nature of the celebration. We encourage music from *The Catholic Book of Worship III*, other hymnals, or other instrumental pieces of a classical nature.

The parish has many qualified musicians available to serve. Outside musicians are welcome, but must follow the prescribed guidelines for the parish. The different

worship spaces provide different options / opportunities for music. Once you have set a date and time for your wedding, you will be referred to the Music Coordinator who will assist you in this regard. A separate pamphlet on music in the liturgy is available to guide you through the selection of music for the ceremony.

The Rehearsal: Rehearsal times are usually held the night before the wedding at either 6:00 PM or 7:00 PM. The wedding party, parents and liturgical ministers (particularly readers) should be present for the rehearsal.

Flowers: Fresh flowers can be used in the liturgical space to enhance the festive atmosphere of the day. These arrangements should be tasteful and should not dominate the space. Pew bows or flowers may be attached to the pews or chairs. Since each location is unique in what it already ‘offers’ as part of its natural environment, care should be taken in choosing what is more appropriate to the space. All flowers can be removed at the end of the wedding and taken to the reception. Flowers should be delivered to the location between 11:00AM and 12:00 PM the day of your wedding.

Photography and Videography: Photographing and/or filming during your wedding is permitted but should never cause distraction or interruption to the flow and focus of the celebration, nor should it obstruct the view of your guests. Photographers and videographers should contact the presider 30 minutes before the celebration begins to ensure they

understand the parameters and locations from where to shoot.

Parish Facilities

As these facilities are places of worship, we cannot permit the movement of the altar, the ambo/lectern, the baptismal font or the place of the presider. In our community, each holds a particular significance.

Parking: At King's University College, all parking lots are available for use on weekends.

Fees and Other Information

- ❑ **Facility Rental:** Couples are responsible for any 'rental fees' associated with the chosen facility.
 - **King's Chapels:** No charge
 - **Neighboring Parishes:** Fees vary and will be paid directly to the hosting parish by the couple.
- ❑ **Priest/Deacon:** No set fee. Any gift is at your discretion and considers the cost of others involved in your day.
- ❑ **Musicians and Cantors:** Typically in the range of \$150 per person for the celebration. The exact fee depends on the complexity of the piece and the instruments required.

No couple will ever be turned away for the inability to meet the above fees. A lovely and simple celebration can be arranged for a nominal cost.

Other Information:

The pastoral team will only speak with the bride and groom as the marriage is being prepared. Parents are not included in these conversations.

Our experience has taught us that aisle runners are not only unnecessary but they are often a hazard for the bride, groom, children and the elderly.

The Rite of Marriage in the Catholic Church does not use what is often referred to as the “Unity Candle”. They are an unnecessary expense for the bride and groom and do not adequately symbolize the commitment which is being made.

Marriage License:

Couples are required to obtain a civil Marriage License that is filed after the marriage. They can be obtained at the City Clerk’s Office or at most municipal offices in the province. Fees for Marriage Licenses are set by the Province of Ontario.

Marriage licenses are only valid for three months from the date of issue. The license must be provided to the parish office at least two (2) weeks prior to your marriage.

Marriage License (London)

City Clerk’s Office
308-300 Dufferin Avenue
519-661-4530

PARISH CONTACT INFORMATION

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266 Epworth Avenue
London, Ontario N6A 2M3
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QUICK CHECKLIST

- Baptismal Certificate(s)** for Catholic / Christian partners
- Initial interview with Pastoral Counsellor
- "All Clear" to confirm date: _____
- Wedding date and presider confirmed with Office
- Schedule for Marriage Preparation meetings

- Date of Group / Retreat Day _____
- Meeting to discuss music / liturgy
- Readings chosen and communicated to team
- Civil Marriage License** obtained and given to Office (min. 2 weeks / max. 3 months prior to wedding day)
- Fees provided for services/facilities as applicable

NOTES: