



Weddings

@ St. Margaret's

A Planning Guide | April 2019

Please bring this document with you on your initial visit with church staff.

ST. MARGARET'S CHURCH

ANNAPOLIS · MARYLAND · ESTABLISHED 1692

Thank you for your interest in holding your wedding here at St. Margaret's Church. Located in Anne Arundel County, Maryland, on the Broadneck peninsula close to the Chesapeake Bay and the Bay Bridge. St. Margaret's is a growing, progressive parish with a rich history that spans over 327 years.

Please note you will need to know the following before choosing St. Margaret's as your wedding location:

All wedding ceremonies will follow the liturgy of the Episcopal Church.

The member of the clergy who will solemnize the marriage (which must be St. Margaret's Rector or Assistant Rector) is required to meet with the couple on several occasions prior to the service to discuss the meaning of Christian marriage in the couple's life. We are also happy to have other clergy or leaders from other faiths take part in the wedding. This is done in consultation with us, so please alert your guest clergy during your planning discussions.

It is important to note that while wedding planners are welcome to initialize contact with St. Margaret's Church, all communication of wedding details, schedules, and contracts is between church representatives and the couple, including on the day of the wedding.

Marriage equality is law in Maryland and the Diocese of Maryland supports same-sex marriage ceremonies in our parish. We welcome all couples and their friends and family to celebrate one of the most important days of their lives. If you wish to have Holy Communion during the service, please know that all attending will be welcome at God's table.

Please look over the attached material. A separate "wedding fees and contract" handout is available for viewing on the same wedding webpage of our church website. If you have questions, don't hesitate to contact us.

The Rev. Peter W. Mayer
peter@st-margarets.org



The Rev. Peter W. Mayer,
Rector

Campus Space Offerings

Church Sanctuary

Our church sanctuary is available for all wedding services. Maximum seating capacity is 225. Our organ and a baby grand piano are available for use during the service. The sanctuary is air-conditioned and free WIFI is available.



All Saints' Lounge

Our All Saints' Lounge is a smaller waiting area (16 persons) for bridal parties in our Annex Building, which adjoins our sanctuary building. The area is available one hour prior to the service. There is no kitchen.



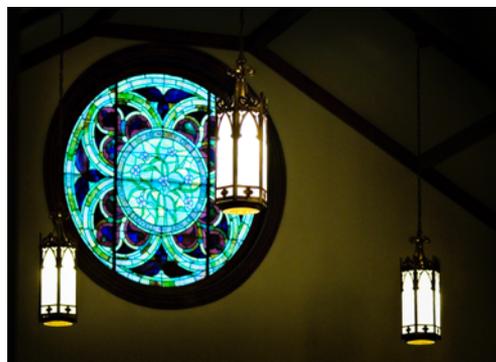
Parish Hall

Our parish hall is available for receptions. The parish hall will hold approximately 96 for a seated dinner and 200 for a standing reception. Audio/visual equipment is available but use should be arranged in the contract. Though WIFI is normally available, there may be interruptions in service. We do have a parish kitchen where food can be warmed, but meals cannot be prepared here. You would need to alert caterers.



Fellowship Hall

Our Fellowship Hall is adjacent to the Parish Hall in our new Formation Building. It offers an alternative for smaller reception with 80 for a seated dinner and 160 for a standing reception. Audio/visual is available in this space with WIFI.



Wedding Service Order @ St. Margaret's

All services at St. Margaret's follow the order of service of the Episcopal Church.
The service liturgy is from the 1979 Book of Common Prayer (BCP).
It can be found at www.bcponline.org on page 423.

Prelude (Music requested)
Wedding Processional (Music requested)
Bridal Processional (Music requested)
Opening Sentences (BCP 423)
The Declaration of Consent (BCP 424)
The Collect for Marriage (BCP 425)
First Reading (Reading requested)
Second Reading (Reading requested)
The Gospel (Reading requested)
Homily (Provided by clergy)
The Marriage Vows (BCP 427)
The Marriage Prayers (BCP 428)
The Blessing of the Marriage (BCP 430)
The Peace
The Offertory (Music requested)
Communion (if desired)
The Blessing (BCP 430)
Recessional (Music requested)



Timeline for Weddings @ St. Margaret's

At least six months before the wedding date, check the church's calendar to make sure there are no conflicts with your preferred date. Log on to www.st-margarets.org.

Weddings are not performed during Lent (the six weeks before Easter), and there are no weddings in Holy Week or the seven days prior to Christmas. Weddings are normally held on Saturday, and weddings are not generally scheduled on Sundays. Weddings are usually scheduled between ten in the morning until six in the evening.

To request to be put on the calendar send the application form (pg. 16) to the church through email (peter@st-margarets.org and elizabeth@st-margarets.org).

Follow up with a phone call to make sure they received the request. No wedding announcements should be made until the date and time are approved by St. Margaret's and the contract is signed.

Provide clergy and music director with program preferences for readings and music (pgs. 8-9, 11-15) at least three months in advance. Requests for additional musicians other than keyboard (organ/piano) should be made at least three months in advance.

Schedule counseling sessions with clergy at least two months before the wedding.

If you are holding a reception on the church's campus and plan on serving alcohol, you must get approval from the church and request a liquor license at least two weeks in advance. It needs to be delivered to the church office prior to the wedding. The church office is open Monday-Thursday from 9:00 a.m. to 3:00 p.m.

The state marriage license issued for Anne Arundel County must be obtained by the couple. **The couple must deliver their license to the church office at least two weeks prior to the wedding.** The license will be signed by the priest immediately after the service and returned to the couple. Instructions to receive certified copies of your marriage license are in the envelope you'll receive from the county clerk.

Programs/bulletins are printed by St. Margaret's Church. Information on wedding parties, readings, and other information (including expected number of wedding attendees) for the program must be provided to the office 10 days before the wedding. Approval of the final draft must be made a week before the service.



Wedding Service Planning @ St. Margaret's

The Rehearsal

The rehearsal is held in the afternoon the day before the wedding. It is an enormously important part of the wedding preparations. The rehearsal usually lasts about one hour and involves walking the entire wedding party through the service two or three times.

Every effort should be made to have all members of the wedding party as well as the musician(s), readers, honored guests, etc. in attendance and on time at the rehearsal so that the next day's events will go smoothly. A successful rehearsal will relieve much tension on the wedding day.

If the rehearsal is on a Friday, all participants should be warned about possible heavy traffic at that time of day in Annapolis. The wedding couple will be charged an additional \$50 per every 15 minutes the rehearsal is delayed, and payment will be withheld from the security deposit.

Photography

Photographs are an important memory of the wedding, but their taking must be unobtrusive and not detract from the seriousness of the religious ceremony. Upon arrival, the photographer(s) must consult with the clergy officiating concerning the rules for photographs.

No flash photos may be taken during the ceremony itself.

Flash may be used for the procession provided that the equipment and photographers remain behind the congregation at the rear of the church.

If video equipment is to be used, it must remain fixed in one place as decided by the clergy.

Photographs may be taken in the church after the ceremony and after the congregation has departed.

After the service, photography is limited in the sanctuary to 20 minutes from the time the congregation has departed the sanctuary so that the Altar Guild can prepare the church for the following day's services.

Guests who are a part of the wedding congregation are not allowed to use flash photography during the service. The families should share this information with their friends. The couple must review the rules with the photographers and with all persons involved in the wedding.

Wedding Service Planning @ St. Margaret's

Flowers

The couple is responsible for all flowers in the wedding. The sanctuary is open at all times so flowers can be delivered there any time on the wedding day.

We anticipate that the florist will provide two floral arrangements, one for each end of the reredos shelf, the fixed shelf on the wall behind the altar. Given space available, it is suggested that containers not exceed 12 inches in width. Completed arrangements are not to exceed 36 inches in height so as not to appear higher than the cross. No flowers can be placed on the altar itself. Bows are not to be used in arrangements for the reredos, and bows cannot be placed on the altar. The reredos arrangements must be left in the church for the weekend church services.



Flowers may be used elsewhere in the church or in the narthex (front lobby) as the couple desires and the wedding budget allows. Please make sure that the flowers are in place at least two hours prior to the ceremony. Flowers for the wedding party, honored guests, etc. that are delivered to the church should be clearly labeled, preferably by name, so that you can find them efficiently.

All flowers other than the arrangements on the reredos must be removed by the couple's family after the ceremony. No silk or artificial flowers may be used anywhere in the church.

If you are new to the area or would like to have the name of a florist, a local florist that has been used numerous times for our ceremonies is Michael Designs Florist at 410-263-0401.

Flower attendants may carry a basket of flowers but may not distribute flower petals either within or outside of the church. Rice, birdseed, and confetti are also not permitted.

Aisle runners are not permitted.

The Altar Guild will provide candles for the altar and will light these candles before the ceremony. These candles represent the light of Christ; therefore, no other candles will be permitted, including unity candles, as that would create a confusion of symbols.

Please note: Only clergy and Altar Guild members of St. Margaret's Church may make adjustments to any of the furnishings in the sanctuary.

Wedding Service Planning @ St. Margaret's

Music

Below you will find lists of church-appropriate wedding music, from voluntaries for keyboard (organ/piano/harpsichord) to congregational music. Additional options are available for instruments including strings, oboe, flute, etc.

Prelude Music (5-10 minutes)

There will be some time for prelude music as people arrive for the ceremony and just prior to the arrival of the bride and bridesmaids. Appropriate selections may be left up to the organist to choose, but the following pieces are suitable for when the bridesmaids and mother of the bride walk down the aisle:

- Air, from "Suite in D Major" (J.S. Bach)
- Canon in D (Johann Pachelbel)
- Largo, from "Xerxes" (G.F. Handel)
- Jesu, joy of man's desiring (J.S. Bach)
- Air, from "Water Music" (G.F. Handel)

Processionals (2-3 minutes)

The following pieces are suitable for the entrance of the bride.

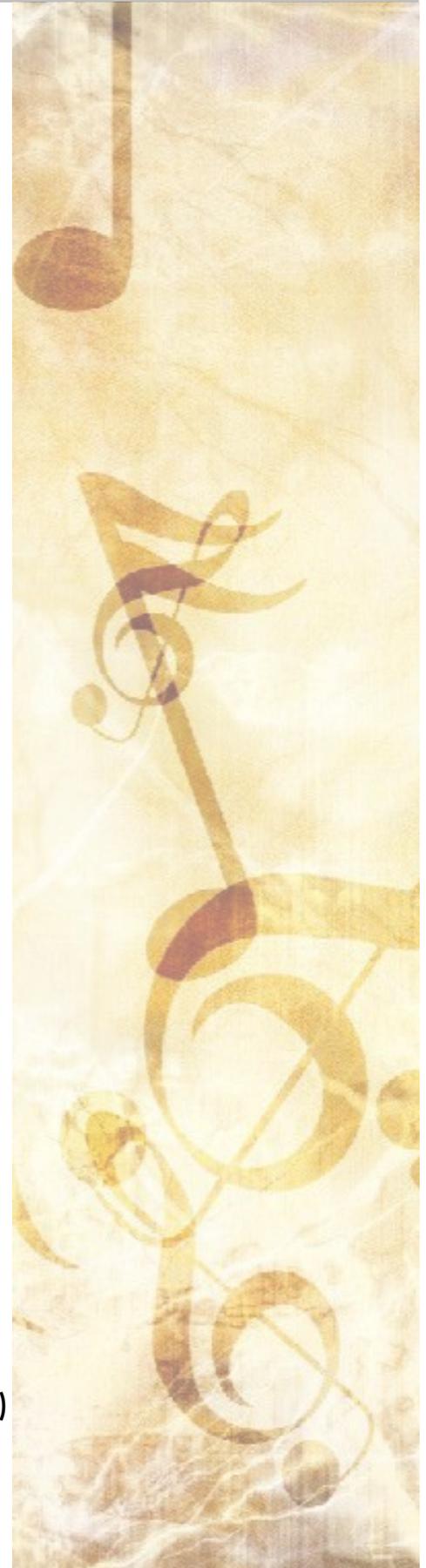
Any of the above five pieces also work:

- Bridal March, from "Lohengrin" (R. Wagner)
- Grand March, from "Aida" (G. Verdi)
- Overture, from "Music for Royal Fireworks" (G.F. Handel)
- Prelude, from "Te Deum" (M.A. Charpentier)
- Rigaudon (A. Campra) -Rondeau (J.J. Mouret)
- Trumpet Tune (H. Purcell)
- Trumpet Voluntary (J. Clarke)
- Hornpipe, from "Water Music" (G.F. Handel)

Recessionals (2-3 minutes)

The following pieces are suitable for recessional music:

- Hornpipe, from "Water Music" (G.F. Handel)
- Prelude, from "Te Deum" (M.A. Charpentier)
- Rigaudon (A. Campra)
- Rondeau (J.J. Mouret)
- Trumpet Voluntary (J. Clarke)
- Wedding March, from "A Midsummer Night's Dream" (F. Mendelssohn)



Wedding Service Planning @ St. Margaret's

Music (continued)

Congregational Music (Music sung by all in attendance)

In the Episcopal Church, selections of church-appropriate congregational music (hymns) are often chosen. Typically they are chosen because they reflect the selections of Scripture chosen or they are favorites of the couple. Below you will find a list of traditional hymns found in our Hymnal of 1982. In consultation with the organist, other appropriate selections found elsewhere may be used, so long as they are in the public domain or a one-time-use license may be secured.

Hymn List (Hymnal 1982)

8 Morning has broken
339 Deck thyself, my soul, with gladness
376 Joyful, joyful we adore thee
379 God is love, let heaven adore him
410 Praise my soul, the King of heaven
488 Be thou my vision
416 For the beauty of the earth (alternate tune)
516 Come down, o love divine
686 Come, thou fount of every blessing



Reception

Our parish hall or fellowship hall are available for receptions. The length or ending time of the reception will be determined in advance with the clergy and operations staff and added to the contract.

The parish hall will hold approximately 96 for a seated dinner and 200 for a standing reception. The fellowship hall is a little smaller with space for an 80 seated dinner and 160 for a standing reception.

Caterers that have been used for receptions here in the past include:

- *Graul's Market - <http://www.graulsmarket.com/catering.html>
- *The Light House - <http://www.annapolislighthouse.org/catering>
- *Main & Market - <http://www.mainandmarket.com>

Please review the contract for set up, kitchen use, audio/visual use, and clean up expectations. Our kitchen includes two ovens that can be used for warming food but not food preparation. There are no tablecloths provided.

Wedding Service Planning @ St. Margaret's

Conduct

St. Margaret's Church is a NO SMOKING campus. If there is any smoking viewed by St. Margaret's clergy or volunteers during the rehearsal, before or after the service, a \$125 fee will be taken from the initial deposit.

Firearms are not permitted on the St. Margaret's campus.

Before the wedding rehearsal and ceremony, the consumption of alcoholic beverages or illegal drugs WILL NOT BE ALLOWED on the premises (including the parking lot) of St. Margaret's Church. The couple and their families are responsible for explaining that any drinking prior to coming to church may result in our not being able to go forward with the service. The simple truth is that even the least bit of alcohol to "calm the nerves" is a mistake and inevitably takes away from the grace and meaning of the service. The priest reserves the right to cancel the service if the couple or any of the wedding party violate this policy. A \$125 fee will also be taken out of the initial deposit.

Use of Alcohol at St. Margaret's Church at a Reception

1. This policy specifically excludes sacramental events where communion wine is included as part of the service.
2. The use of alcoholic beverages shall be incidental to, and not a focus of, the event.
3. Consumption will be modest.
4. St. Margaret's will observe all applicable state, local and federal laws and regulations with respect to alcoholic beverages including and most especially the observance of Maryland's legal drinking age and refusing continued service to anyone who may be intoxicated or judged to have consumed enough.
5. Alcoholic beverages served will be limited to beer, wine and champagne. Hard liquor is not permitted.
6. Attractive non-alcoholic alternatives must be provided in equal quantities and accessibility.
7. Alcohol shall be available only with the presence of food.
8. The availability of alcoholic beverages may not be promoted or publicized as an attraction to the event.
9. The sale of alcoholic beverages on a "per drink" basis is not permitted.
10. A special one-day liquor license must be obtained from the Anne Arundel County Board of License offices.



Wedding Service Planning @ St. Margaret's

Readings from the Old Testament and Apocrypha

These readings and all that follow are prescribed on page 426 of The Book of Common Prayer. One reading from each section may be selected. Except for the Gospel in some cases (see page 15), each can be read by a person selected by the couple. If desired, the Psalm can be read in unison by the congregation.

Genesis 1:26-28

God said, "Let us make humankind in our image, according to our likeness; and let them have dominion over the fish of the sea, and over the birds of the air, and over the cattle, and over all the wild animals of the earth, and over every creeping thing that creeps upon the earth." So God created humankind in his image, in the image of God he created them; male and female he created them. God blessed them, and God said to them, "Be fruitful and multiply, and fill the earth and subdue it; and have dominion over the fish of the sea and over the birds of the air and over every living thing that moves upon the earth."

Genesis 2:4-9, 15-24

These are the generations of the heavens and the earth when they were created. In the day that the Lord God made the earth and the heavens, when no plant of the field was yet in the earth and no herb of the field had yet sprung up—for the Lord God had not caused it to rain upon the earth, and there was no one to till the ground; but a stream would rise from the earth, and water the whole face of the ground— then the Lord God formed man from the dust of the ground, and breathed into his nostrils the breath of life; and the man became a living being. And the Lord God planted a garden in Eden, in the east; and there he put the man whom he had formed. Out of the ground the Lord God made to grow every tree that is pleasant to the sight and good for food, the tree of life also in the midst of the garden, and the tree of the knowledge of good and evil. The Lord God took the man and put him in the garden of Eden to till it and keep it. And the Lord God commanded the man, "You may freely eat of every tree of the garden; but of the tree of the knowledge of good and evil you shall not eat, for in the day that you eat of it you shall die." Then the Lord God said, "It is not good that the man should be alone; I will make him a helper as his partner." So out of the ground the Lord God formed every animal of the field and every bird of the air, and brought them to the man to see what he would call them; and whatever the man called every living creature, that was its name. The man gave names to all cattle, and to the birds of the air, and to every animal of the field; but for the man there was not found a helper as his partner. So the Lord God caused a deep sleep to fall upon the man, and he slept; then he took one of his ribs and closed up its place with flesh. And the rib that the Lord God had taken from the man he made into a woman and brought her to the man. Then the man said, "This at last is bone of my bones and flesh of my flesh; this one shall be called Woman, for out of Man this one was taken." Therefore a man leaves his father and his mother and clings to his wife, and they become one flesh.

Wedding Service Planning @ St. Margaret's

Song of Solomon 2:10-13. 8:6-7

My beloved speaks and says to me: "Arise, my love, my fair one, and come away; for now the winter is past, the rain is over and gone. The flowers appear on the earth; the time of singing has come, and the voice of the turtledove is heard in our land. The fig tree puts forth its figs, and the vines are in blossom; they give forth fragrance. Arise, my love, my fair one, and come away. Set me as a seal upon your heart, as a seal upon your arm; for love is strong as death, passion fierce as the grave. Its flashes are flashes of fire, a raging flame. Many waters cannot quench love, neither can floods drown it. If one offered for love all the wealth of his house, it would be utterly scorned.

Tobit 8:5b-8

Blessed are you, O God of our ancestors, and blessed is your name in all generations forever. Let the heavens and the whole creation bless you forever. You made Adam, and for him you made his wife Eve as a helper and support. From the two of them the human race has sprung. You said, "It is not good that the man should be alone; let us make a helper for him like himself." I now am taking this kinswoman of mine, not because of lust, but with sincerity. Grant that she and I may find mercy and that we may grow old together. And Tobias and Sarah said, "Amen, Amen."

Readings from the Psalter

Psalm 67

May God be merciful to us and bless us, *
show us the light of his countenance and come
to us. Let your ways be known upon earth, *
your saving health among all nations.
Let the peoples praise you, O God; *
let all the peoples praise you.
Let the nations be glad and sing for joy, *
for you judge the peoples with equity and
guide all
the nations upon earth.
Let the peoples praise you, O God; *
let all the peoples praise you.
The earth has brought forth her increase; *
may God, our own God, give us his blessing.
May God give us his blessing, *
and may all the ends of the earth stand in awe
of him.

Psalm 127

Unless the Lord builds the house, *
their labor is in vain who build it.
Unless the Lord watches over the city, *
in vain the watchman keeps his vigil.
It is in vain that you rise so early and go to bed so
late; *
vain, too, to eat the bread of toil, for he gives to
his beloved sleep.
Children are a heritage from the Lord, *
and the fruit of the womb is a gift.
Like arrows in the hand of a warrior *
are the children of one's youth.
Happy is the man who has his quiver full of them! *
he shall not be put to shame when he contends
with his enemies in the gate.

Wedding Service Planning @ St. Margaret's

Readings from the Psalter

Psalm 128

Happy are they all who fear the Lord, *
and who follow in his ways!
You shall eat the fruit of your labor; *
happiness and prosperity shall be yours.
Your wife shall be like a fruitful vine within your
house, *
your children like olive shoots round about
your table.

The man who fears the Lord *
shall thus indeed be blessed.
The Lord bless you from Zion, *
and may you see the prosperity of Jerusalem
all the days of your life.
May you live to see your children's children; *
may peace be upon Israel.

Readings from the New Testament

1 Corinthians 13:1-13

If I speak in the tongues of mortals and of angels, but do not have love, I am a noisy gong or a clanging cymbal. And if I have prophetic powers, and understand all mysteries and all knowledge, and if I have all faith, so as to remove mountains, but do not have love, I am nothing. If I give away all my possessions, and if I hand over my body so that I may boast, but do not have love, I gain nothing. Love is patient; love is kind; love is not envious or boastful or arrogant or rude. It does not insist on its own way; it is not irritable or resentful; it does not rejoice in wrongdoing, but rejoices in the truth. It bears all things, believes all things, hopes all things, endures all things. Love never ends. But as for prophecies, they will come to an end; as for tongues, they will cease; as for knowledge, it will come to an end. For we know only in part, and we prophesy only in part; but when the complete comes, the partial will come to an end. When I was a child, I spoke like a child, I thought like a child, I reasoned like a child; when I became an adult, I put an end to childish ways. For now we see in a mirror, dimly, but then we will see face to face. Now I know only in part; then I will know fully, even as I have been fully known. And now faith, hope, and love abide, these three; and the greatest of these is love.

Ephesians 3:14-19

For this reason I bow my knees before the Father, from whom every family in heaven and on earth takes its name. I pray that, according to the riches of his glory, he may grant that you may be strengthened in your inner being with power through his Spirit, and that Christ may dwell in your hearts through faith, as you are being rooted and grounded in love. I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God.

Wedding Service Planning @ St. Margaret's

Readings from the New Testament

Ephesians 5:1-2, 21-33

Therefore be imitators of God, as beloved children, and live in love, as Christ loved us and gave himself up for us, a fragrant offering and sacrifice to God. Be subject to one another out of reverence for Christ. Wives, be subject to your husbands as you are to the Lord. For the husband is the head of the wife just as Christ is the head of the church, the body of which he is the Savior. Just as the church is subject to Christ, so also wives ought to be, in everything, to their husbands. Husbands, love your wives, just as Christ loved the church and gave himself up for her, in order to make her holy by cleansing her with the washing of water by the word, so as to present the church to himself in splendor, without a spot or wrinkle or anything of the kind—yes, so that she may be holy and without blemish. In the same way, husbands should love their wives as they do their own bodies. He who loves his wife loves himself. For no one ever hates his own body, but he nourishes and tenderly cares for it, just as Christ does for the church, because we are members of his body. “For this reason a man will leave his father and mother and be joined to his wife, and the two will become one flesh.” This is a great mystery, and I am applying it to Christ and the church. Each of you, however, should love his wife as himself, and a wife should respect her husband.

Colossians 3:12-17

As God’s chosen ones, holy and beloved, clothe yourselves with compassion, kindness, humility, meekness, and patience. Bear with one another and, if anyone has a complaint against another, forgive each other; just as the Lord has forgiven you, so you also must forgive. Above all, clothe yourselves with love, which binds everything together in perfect harmony. And let the peace of Christ rule in your hearts, to which indeed you were called in the one body. And be thankful. Let the word of Christ dwell in you richly; teach and admonish one another in all wisdom; and with gratitude in your hearts sing psalms, hymns, and spiritual songs to God. And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.

I John 4:7-16

Beloved, let us love one another, because love is from God; everyone who loves is born of God and knows God. Whoever does not love does not know God, for God is love. God’s love was revealed among us in this way: God sent his only Son into the world so that we might live through him. In this is love, not that we loved God but that he loved us and sent his Son to be the atoning sacrifice for our sins. Beloved, since God loved us so much, we also ought to love one another. No one has ever seen God; if we love one another, God lives in us, and his love is perfected in us. By this we know that we abide in him and he in us, because he has given us of his Spirit. And we have seen and do testify that the Father has sent his Son as the Savior of the world. God abides in those who confess that Jesus is the Son of God, and they abide in God. So we have known and believe the love that God has for us. God is love, and those who abide in love abide in God, and God abides in them.

Wedding Service Planning @ St. Margaret's

The Holy Gospel

If the service is to include the Holy Eucharist, the Gospel must be read by a Priest.

Matthew 5:1-10

When Jesus saw the crowds, he went up the mountain; and after he sat down, his disciples came to him. Then he began to speak, and taught them, saying: "Blessed are the poor in spirit, for theirs is the kingdom of heaven. "Blessed are those who mourn, for they will be comforted. "Blessed are the meek, for they will inherit the earth. "Blessed are those who hunger and thirst for righteousness, for they will be filled. "Blessed are the merciful, for they will receive mercy. "Blessed are the pure in heart, for they will see God. "Blessed are the peacemakers, for they will be called children of God. "Blessed are those who are persecuted for righteousness' sake, for theirs is the kingdom of heaven."

Matthew 5:13-16

"You are the salt of the earth; but if salt has lost its taste, how can its saltiness be restored? It is no longer good for anything, but is thrown out and trampled under foot. "You are the light of the world. A city built on a hill cannot be hid. No one after lighting a lamp puts it under the bushel basket, but on the lampstand, and it gives light to all in the house. In the same way, let your light shine before others, so that they may see your good works and give glory to your Father in heaven.

Matthew 7:21, 24-29

"Not everyone who says to me, 'Lord, Lord,' will enter the kingdom of heaven, but only the one who does the will of my Father in heaven. On that day many will say to me, 'Lord, Lord, did we not prophesy in your name, and cast out demons in your name, and do many deeds of power in your name?' Then I will declare to them, 'I never knew you; go away from me, you evildoers.' "Everyone then who hears these words of mine and acts on them will be like a wise man who built his house on rock. The rain fell, the floods came, and the winds blew and beat on that house, but it did not fall, because it had been founded on rock. And everyone who hears these words of mine and does not act on them will be like a foolish man who built his house on sand. The rain fell, and the floods came, and the winds blew and beat against that house, and it fell—and great was its fall!" Now when Jesus had finished saying these things, the crowds were astounded at his teaching, for he taught them as one having authority, and not as their scribes.

Mark 10:6-9, 13-16

But from the beginning of creation, 'God made them male and female.' 'For this reason a man shall leave his father and mother and be joined to his wife, and the two shall become one flesh.' So they are no longer two, but one flesh. Therefore what God has joined together, let no one separate." People were bringing little children to him in order that he might touch them; and the disciples spoke sternly to them. But when Jesus saw this, he was indignant and said to them, "Let the little children come to me; do not stop them; for it is to such as these that the kingdom of God belongs. Truly I tell you, whoever does not receive the kingdom of God as a little child will never enter it." And he took them up in his arms, laid his hands on them, and blessed them.

John 15:9-12

As the Father has loved me, so I have loved you; abide in my love. If you keep my commandments, you will abide in my love, just as I have kept my Father's commandments and abide in his love. I have said these things to you so that my joy may be in you, and that our joy may be complete. "This is my commandment, that you love one another as I have loved you."

Wedding Application Form @ St. Margaret's

Requested Date of Wedding:

Requested Wedding Time:

Requested Date of Rehearsal:

Requested Time of Rehearsal:

Space Requested: Sanctuary for Ceremony All Saints Lounge Parish Hall Fellowship Hall

Expected Number of Wedding Guests: _____

Bride / Groom			
First Name	Last Name		
Address			
City	State	Zip Code	
Best Phone # _____			
Email: _____			
Age: _____			
Church Denomination _____			
Practicing? _____		Baptized? _____	
<input type="checkbox"/> Single	<input type="checkbox"/> Widowed	<input type="checkbox"/> Divorced	
Related to a Member of St. Margaret's?			
If so, their name & relationship to you:			

Bride / Groom			
First Name	Last Name		
Address			
City	State	Zip Code	
Best Phone # _____			
Email: _____			
Age: _____			
Church Domination _____			
Practicing? _____		Baptized? _____	
<input type="checkbox"/> Single	<input type="checkbox"/> Widowed	<input type="checkbox"/> Divorced	
Related to a Member of St. Margaret's?			
If so, their name & relationship to you:			

_____ We have read the guidelines provided in this document and agree to abide by all rules and regulations.



Complete this form and send to
 The Rev. Peter W. Mayer, Rector
 (peter@st-margarets.org)
 St. Margaret's Church
 1601 Pleasant Plains Road
 Annapolis, Maryland 21409



ST. MARGARET'S CHURCH
ANNAPOLIS · MARYLAND · ESTABLISHED 1692

WEDDING SERVICE FEES

Booking fee	\$50
Security Deposit	\$250
Required Pre-marital Counseling with Priest for 3 sessions	\$250
Program Design and Printing	\$75 for up to 200 copies/ \$10 for additional 25
Priest for planning meetings, rehearsal & ceremony	\$500
Music Director for planning meetings & ceremony	\$350
<i>If Music Director must be present for rehearsal or special music is requested, additional fees may apply Requests for additional musicians or other participants must be approved and other fees may apply</i>	
Facility Attendant must be on-site for receptions	\$150
Delay in rehearsal/ceremony starting time	\$50 every 15 minutes (deducted from deposit)

Miscellaneous fees may apply per event

Weekend/after hours set-up and break-down	\$100
Church-owned av equip. use/sound tech (if available) 2 hour maximum	\$125
*Alcohol Service fee (by pre-approval only)	\$75
Facility Attendant must be on-site for after hours or weekend rentals	\$150
Excessive/special clean-up required	\$150 (may be deducted from deposit)
Cigarette butts/evidence of smoking or or drinking on campus*	\$125 (may be deducted from deposit)

*Alcohol Service Permits must be purchased through county before alcohol service will be approved

Anticipated Fees: _____
Initial(s) _____ Date _____

ST. MARGARET'S CHURCH

ANNAPOLIS · MARYLAND · ESTABLISHED 1692

WEDDING SPACE USE/SET UP

Names of Couple: _____

Address(es): _____

Email(s): _____

Phone #s: _____

Name of Payee: _____

Date/Time of Service: _____ Date/Time of Rehearsal: _____

Priest Assigned: _____ Musician Assigned: _____

Expected # of Attendees: _____

Space Use: Sanctuary Lounge Parish Hall Fellowship Hall

Reception at SMC? Y or N

Name of Caterer: _____ Alcohol being served? _____

Requests: _____ Request Setup _____ Request Take Down _____ Audio/Visual Use
Specify:

Set up completion time: _____ Take down start time: _____

No. of Tables Requested: _____ No. of Chairs Requested: _____

Set Up Diagram (if applicable):

Anticipated Fees: _____

Initial(s) Date

ST. MARGARET'S CHURCH
ANNAPOLIS · MARYLAND · ESTABLISHED 1692
WEDDING PROGRAM PLANNING

Names of Couple: _____ **Date of Wedding:** _____

Prelude Music Requests:

Processional Music: Request:

Hymns # Requests:

First Reading:

Psalm Reading:

Second Reading:

Gospel Reading:

Offertory Music:

Recessional Music:

Communion? Yes or No

Other clergy participating:

Other musicians approved:

Names of honor attendants for each member of the couple:



ST. MARGARET'S CHURCH
ANNAPOLIS · MARYLAND · ESTABLISHED 1692

WEDDING CONTRACT-AGREEMENT

- *All persons using the St. Margaret's facilities are expected to leave their rental spaces reasonably clean and in the same condition it was in prior to the event.
- *Do not use or move any of the church's supplies, furniture, or items.
- *Do not use any rooms other than what you have reserved.
- *Close and lock doors, Turn off all lights when you leave.
- *The noise level of all wedding participants must be considerate of other space users and the neighbors surrounding our campus.
- *Pets are not allowed in any part of the facility except for official service animals.
- *Thermostat temperature settings are to be untouched. If the AC or heat is on, windows are to be closed.
- *Food and drink are not permitted in the Sanctuary or parking lot.
- *Caterers are responsible for bringing all food, utensils, pots, coffee makers, food, ingredients, table coverings, cups, dishes, towels, etc. that are used.
- *When events end, the users are responsible for the total cleanup of the space, removing all leftovers and taking trash to the dumpster (located behind the Parish Hall next to the playground). Tables and chairs and floors must be left clean. Nothing may be left in the fridge.
- *No decorating is permitted without prior approval by the Director of Operations.
- *No church-owned audio visual equipment is to be used without previous approval/payment.
- *Parking on the church grounds is available only during the period of time that a group has contracted to use the facility. Parking is available on a first-come, first-serve basis and excludes certain spots reserved for individuals with special needs. Any damage to vehicles is at the owner's expense.
- *All attendees must pay close attention to personal property and valuables, and not leave them unattended. The church is not responsible for theft or damage to personal property.
- *A 60-day cancellation is required to receive a refund, less the \$50 booking fee.

_____The contract parties accept responsibility for ensuring that every individual associated with them complies with the terms and conditions of this contract and agrees to accept responsibility or any damage caused to church property of the event attendees.

St. Margaret's Representative _____ User Group Representative: _____

Printed Name: _____ / _____

Date Signed: _____ Date of Event: _____

Love is patient; love is kind; love is not envious or boastful or arrogant or rude. It does not insist on its own way; it is not irritable or resentful; it does not rejoice in wrongdoing, but rejoices in the truth. It bears all things, believes all things, hopes all things, endures all things.

Love never ends. But as for prophecies, they will come to an end; as for tongues, they will cease; as for knowledge, it will come to an end.

— 1 Corinthians 13:4-8