

Wedding Information Sheet



Tel no. 0131 561 1392
rev.jnnfoster@gmail.com

With every good wish,
Rev. Joanne Foster

Marriage Schedule: -

*The bride and groom must submit a marriage notice to the Registrar for the district where the marriage is to take place **at four** weeks before the date of the wedding. However if the bride or groom has previously been married, they must submit a marriage notice to the registrar at least **six** weeks before the date of the wedding. N.B. the Registrar prefers to see couples well in advance of your wedding date.*

When you visit the Registrar you must take with you your birth certificate. If either of you have been previously married, you will be required to produce your divorce certificate. If you are a widow, or widower, the death certificate of your former spouse will be required.

*The registrar will prepare a **marriage schedule**. This is the legal document that you require to be married. Please note the bride or groom must collect the marriage schedule.*

*Witnesses to the marriage (i.e. the best man, chief bridesmaid) must be **sixteen years of age, or over**.*

Please note that the wedding cannot take place without the marriage schedule. This must be presented to the minister prior to the wedding ceremony beginning.

Church Arrangements:-

Flowers: - Margaret Colquhoun (Tel: 0131 552 0627)

*Please note that the church should be contacted by your florist for access to the church, **one full week prior to your wedding**. All floral decorations must be completed at least two hours prior to the wedding ceremony taking place.*

Please inform the Minister if it is your intention to remove the flowers after your wedding ceremony, as opposed to leaving them in the sanctuary for use during public worship on Sunday morning.

Organist: - Nicky Fraser (Tel: 0131 454 4801)

*Please ensure that you contact the organist to discuss your wedding music - **at least 6 weeks in advance** of the date of the wedding.*

Photographs:-

Brides, please ensure that you turn up in good time for your wedding if you require wedding photographs to be taken prior to the ceremony.

Please ensure that your photographer is informed of the following: -

****, NO photographs are permitted during the wedding ceremony, without the prior consent of the Minister.***

Please ensure that photographers are made aware of this information prior to your wedding day.

** official photographs may be taken during the signing of the marriage schedule, once the wedding ceremony is complete.*

Church Fees:-

*The fee what has been set for your wedding incorporates the following:
Organist's fee: 100*

If the service is recorded this fee is doubled.

Church fee £ 250

Church officer's fee £50

Please consider completing the "Gift Aid" form. Completing this form does not cost you any more money, nor do we require your tax details; it simply enables the church to recover monies that would otherwise go to the tax-man.

Please keep in contact with the Minister re. arrangements for your wedding. Joanne is happy to support you in whichever way she can.

**N.B. if individuals are not financially able to meet the costs of the church, this will not prevent you from being married in church. Please discuss this with the Minister.*