



Wedding Information Pack and Application Form

Firstly, welcome to church. We are delighted that you are thinking about celebrating your marriage with us here in church and we hope that this pack will prove helpful as you begin to make your plans and work on the details of the ceremony. We have set it out as a series of common questions and answers but there are contact details at the end of this document, which you are free to use if you have further queries.

Q Can we get married here?

A Yes! Provided you are a man and woman of legal age (!), UK citizens and one of you lives in the parish. If you live outside the parish but have past family connections with the church then that may suffice. If you live outside the parish and have no previous connection then it becomes more difficult but speak to us and we will try to help in any way we can. Similarly if either of you has been previously married it is not necessarily an obstacle to being remarried in church, but you will need to talk to us as soon as possible.

Assuming all is well, before doing anything else, the date and time of your wedding must be arranged. Come along to church on Sunday (no appointment necessary) and the vicar or one of the team will be happy to do this with you. There is a form to complete which is available (below) and we will need to see some identification documents.

Q What about the Banns...?

A Assuming you are both UK citizens, your Banns of Marriage must be read in any Church of England Parish Church involved (even if you have a Roman Catholic or Free Church background). Banns cannot be read until three months before your wedding, and must be read in each Parish Church where the parties live. This may mean going to the other Vicar(s) involved and hearing the banns read on at least one of three successive Sundays. They do not have to be read out on the same day in each church. Your wedding cannot take place unless the Vicar who is marrying you has your Banns certificate beforehand. There is a charge for the certificate and you need to help us make sure that we fulfill this legal requirement.

Q Do we need to attend Marriage Preparation & Rehearsals

A Yes but they are not hard work! You will be invited to come in one evening to spend some time thinking about what marriage is – and how marriage in church may differ. There will also be a rehearsal in the church to get the choreography right, about a week before your wedding, on a mutually convenient evening. We may well do both sessions on the same evening. The bride and the groom are essential for this, but the best man, bridesmaids, parents and any other interested parties are welcome too. Banns certificates from other churches must be presented at this time.

Q What will it cost?

A The cost of a wedding in church is rising all the time but we hope that we are going to be instrumental in making your day! What you pay to church is usually less than couples pay for the wedding cars!! Please remember the Church of England does not receive state support. The fees we collect from weddings go a long way to keeping your parish church open.

2018 Fees

£441	Church of England Statutory Fees
£ 43	Banns and Certificate
£ 40	Verger fee- is optional and can be deducted – please speak to us about this
£ 70	Organist– is optional and can be deducted – please speak to us about this
£594	in total



If you would like to pay by cash, please ask for a receipt but we are happy to accept cheques and you can also use online banking. Please also note that these fees are liable to change and so the final fee can only be set in the same year as your wedding. We take just a £50 deposit to secure the dates and all fees need to be paid 60 days before the service for the reading of banns to proceed.

Q What about photographs? Videos?

A Photographs may be taken coming in and going out of church and during the signing of the register – please let the photographer know that there are restrictions as the service will be interrupted if the vicar thinks a distraction is occurring. Only photographs taken by a designated professional (directed by the vicar) are permitted during the service and you are asked to make this clear to enthusiastic relatives!

Q What about flowers in church?

A There are almost always flowers in church anyway but you are welcome to add some from your own florist. If you would like a particular colour scheme our flower team in church may be able to help you by adapting our plans for that week to fit in with yours – they could do extras for you too and will be happy to talk to you about the costs involved in this. Please ask for the contact details of the people who do this for us.

Q What about the Service? Music?

A The service is set out in the Church of England's publications but if there are particular things you would like to think about then please speak to us – some people like to choose different vows but there are only a couple of options allowed!

It is usual to have two or three hymns at weddings. Choose hymns that your families and friends will know, and a list of suggestions is available. Familiar, cheerful hymns will set the tone of the whole wedding day. We have hymn books that you may look at covering most styles of music. Sometimes people like to have a CD with 2 or 3 favourite tracks during the signing of the registers. The organist will play suitable voluntaries before and after the service, and during the signing of the register if you like. If you want something out of the ordinary, please shout early!!

Q Do I need a printed order of service...

A Not essential by any means and much simpler for everyone if you don't, but you may wish to consider a printed order of service and it is a nice memento for your guests. It is probably a good idea to run these past the vicar before they are printed as mistakes are often made.

Q What do I need to do next?

With this information document is a two page form which you might like to have a go at completing if you are ready to book your wedding now. You will notice the form is produced as if we are filling it in for you (and we can if you prefer) but please don't worry. Where it says 'they', 'them' and 'their' please read 'you' and 'your'!! Then come and see us in church or contact us on 0161 740 2124 where you will find lots more information.

But most importantly...

We offer our best wishes for your wedding and your future happiness!



Application for Marriage

General Data Protection
 Regulation
CONSENT FORM

Your privacy is important to us, and we want to communicate with you in a way that has your consent, and which is in line with UK law on data protection. As a result of a change in UK law, we now need your consent to how we contact you. Please fill in the contact details you want us to use to communicate with you:

Church Location	Name of Church	Proposed Date & Time	
Groom's Full Name		Bride's Full Name	
Nationality & Passport No		Nationality & Passport No	
Full Address		Full Address	
I have lived at this address for x years x months		I have lived at this address for x years x months	
Passport & Address Verification witnessed by		Passport & Address Verification witnessed by	
Date of Birth		Date of Birth	
Age at date of wedding		Age at date of wedding	
Marital Status Single/Widower/Divorced (If divorced – papers attached)		Marital Status Single/Widower/Divorced (If divorced – papers attached)	
Are you related to each other in any way?		Are you related to each other in any way?	
Current Occupation		Current Occupation	
Telephone & Email		Telephone & Email	



Father's Full Name (note if deceased)		Father's Full Name (note if deceased)	
Father's Occupation		Father's Occupation	
I certify that the above answers are correct and I know of no reason in law why I may not marry in the UK - Signature & Date		I certify that the above answers are correct and I know of no reason in law why I may not marry in the UK - Signature & Date	
Banns. To be read at other churches? Dates to be read here?		Music. Organist to be booked? Music during signing registers? Hymns?	

Total Fees?

Deposit Paid & Date?

Further Payments & Dates

By signing this form, you are confirming that you are consenting to North Manchester Deanery holding and processing your personal data for the following purposes (please tick the boxes where you grant consent): -

In addition to required communication in relation to the marriage application, I consent to the church contacting me by post phone SMS or email.

To keep me informed about news, events, activities and services at North Manchester Deanery (*note you can unsubscribe from the church e-bulletin at any time*);

Signed: _____

Dated: _____

You can grant consent to all the purposes; one of the purposes or none of the purposes. Where you do not grant consent, we will not be able to use your personal data; (so for example we may not be able to let you know about forthcoming services and events); except in certain limited situations, such as where required to do so by law or to protect members of the public from serious harm. You can find out more about how we use your data from our "Privacy Notice" which is available from our website or from the Parish Office.

You can withdraw or change your consent at any time by contacting the Church Administrator on 0161 264 9982 or email: admin@blackleycofe.org. Please note that all processing of your personal data will cease once you have withdrawn consent, other than where this is required by law, but this will not affect any personal data that has already been processed prior to this point.