



*Welcome to your Celebration of Marriage  
at  
St. Andrew's River Heights United Church*

255 Oak Street at Kingsway  
Winnipeg, Manitoba  
R3M 3P7

(204) 488-1130

Office hours: 9:00am to 3:00pm  
Monday to Friday

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[www.standrewsriverheights.com](http://www.standrewsriverheights.com)

#### Our Vision

To live as Christ would have us live, in love,  
with compassion and seeking justice, by sharing God's grace,  
learning from scripture, growing through the Spirit  
and being transformed by faith.

Congratulations on your upcoming marriage! The people of St. Andrew's River Heights United Church wish you a life of joy together.

This booklet provides the important information as you begin to plan your wedding ceremony. Along with the various requirements, you will find that there is considerable flexibility in planning the service. Please bring the booklet with you to your meetings with the minister and organist.

**Book your wedding time and date with the office administrator at 204-488-1130. Your wedding is not officially “on the calendar” until the office receives a non-refundable deposit to hold that date and time. One of the ministers will be in contact with you soon to book a time to begin to plan your wedding.**



St. Andrew's River Heights United Church is proud to be an Affirming Ministry of the United Church of Canada. As an Affirming Ministry we welcome both same-gender and heterosexual couples to be married in the church.

## **Dates and Documents**

The **date, hour and place** (sanctuary or chapel) of the ceremony and rehearsal should be arranged well in advance with the office administrator.

**A meeting to discuss the marriage service** should be arranged several weeks before your wedding. Together with the minister, you will plan your marriage service.

**Marriage Preparation:** we strongly recommend that all couples attend a marriage preparation class prior to the wedding. “Marrying Well” offers weekend seminars, 204-947-3163.

**A Marriage License** must be secured within three months and not less than 24 hours before the wedding. The Department of Vital Statistics, 254 Portage Avenue (8:30 am to 4:30 pm Monday to Friday) issues licenses as do a variety of businesses.

**All Documents** -- marriage license, church register information and fees should be left with the office administrator **fourteen (14) days before the ceremony** so that the necessary clerical work may be completed.

**Marriage Certificate** -- you must apply at Vital Statistics after your marriage ceremony to receive a marriage certificate. These are not automatically sent to the couple when the Registration of Marriage is received at Vital Statistics

## ***The Wedding Ceremony***

**A church wedding is a service of celebration.** By choosing to marry in the church, the couple affirm that God joins them together. Therefore all that is done or said, played or sung, should be an offering of praise to God and in keeping with the Christian faith.

Wedding ceremonies shall be conducted by one of the **ministers** of St. Andrew's church. If you would like another minister to assist, this must be discussed with the minister who is officiating at your wedding.

**Our organist** is responsible to play for all weddings or to arrange for a substitute if necessary. Our organist will be pleased to meet with you to assist in the selection of appropriate and meaningful music for the ceremony.

If you would like to have a **printed bulletin**, it is your responsibility to arrange for typing and printing.

**Photographs** may be taken during the wedding ceremony by the designated photographer, but should be discussed prior to the wedding with the officiating minister.

**Audio visual recordings** are permitted.

**Flowers** and **other decorations** -- the church office can advise you regarding the use of the church's floral stands, the time of delivery and the placement of flowers in the church.

We request that you **do not use confetti, rice, or rose petals** in the church building or near the exits.

**Candles** may be used in the chancel, but not down the centre aisle for safety reasons. Driplless Candles are to be provided by the couple.

### **Rental Fees**

SANCTUARY..... \$200.00  
( \$100.00 non-refundable deposit required)

### **Other Required Fees**

MINISTER..... minimum \$200.00  
ORGANIST - Wedding & Consultation.....minimum \$150.00  
TECH ASSISTANT ..... \$80.00  
CARETAKER/EVENT ASSISTANT..... \$80.00

### **Optional/Additional Fees**

SOLOIST (if from St. Andrew’s Choir)..... minimum \$75-100  
OFF-SITE REHEARSAL AND WEDDING..... \$0.41/kilometer

*Total Costs – Remainder of rental fee and other fees should be placed in separate envelopes and left with the office administrator **two weeks** before the ceremony.*

### **Suggestions for Suitable Wedding Music**

The following list reflects the strong musical tradition of our congregation and includes pieces played by the current organist. Recordings of many of these pieces can be found online, at YouTube or other sources. Track numbers in the list refer to a website found at [www.trinity.unimelb.edu.au/about/flagship-programs/choir/booking-the-choir.html](http://www.trinity.unimelb.edu.au/about/flagship-programs/choir/booking-the-choir.html), which contains short samples for your perusal. No list will ever be all-inclusive. If you have alternate suggestions, please feel free to discuss them with the organist.

The use of popular secular music, while not discouraged, is to be approached thoughtfully, with due consideration to the text and intent of a particular selection. Keep in mind that a wedding ceremony

at St. Andrew's is a sacred service and, while an overtly religious text is not necessary, the overall tone must be appropriate for an occasion celebrating love, commitment, God's presence in our lives, and respect for all humanity. Any choices of music must be approved by the organist.

**Prelude**

The prelude (music played for the 15 minutes prior to the procession) provides an atmosphere in which the arriving guests may prepare for participation in the wedding ceremony. Normally the organist selects this music but couples are certainly free to make suggestions if they wish.

**The Procession**

When the minister, the groom and his attendants are in place, the processional music for the bridal party begins. Choose something you will be comfortable walking to. Also, consider the mood you want to establish - a sense of "quiet joy" or one of "exuberant rejoicing". The following are suggestions for processional music:

- Trumpet Voluntary (Track 1) .....Jeremiah Clarke
- Trumpet Tune (Track 2) .....Henry Purcell
- Trumpet Voluntary (Track 3) ..... John Stanley
- Overture from 'Royal Fireworks Suite' (Track 5) .....G. F. Handel
- Minuet from 'Berenice' (Track 10).....G. F. Handel
- Bridal March from 'Lohengrin' (Track 12) ..... Richard Wagner
- Canon in D (Track 13)..... Johann Pachelbel
- Jesu joy of man's desiring (Track 14) .....J. S. Bach
- Air (Suite #3) "Air on the G string" (Track 15) .....J. S. Bach
- Air from 'Water Music Suite' (Track 18) .....G. F. Handel
- St. Anthony Chorale ..... Haydn/Brahms

**Vocal Solos**

If you wish to have a soloist, he/she would normally sing during the signing of the register and/or early in the service.

### **During the Signing of the Register**

If there is no soloist, the organist will normally play background music for this part of the service. Some suggestions include:

- Minuet from 'Berenice' (Track 10) ..... G. F. Handel
- Canon in D (Track 13) ..... Johann Pachelbel
- Jesu joy of man's desiring (Track 14) ..... J. S. Bach
- Air (Suite #3) "Air on the G string" (Track 15) ..... G. F. Handel
- Ave Maria (Track 16) ..... Bach / Gounod
- Ave Maria (Track 17) ..... Schubert
- Air from 'Water Music Suite' (Track 18)..... G. F. Handel

### **The Recessional**

The recessional music celebrates the marriage and leads the bride and groom out of the church in an atmosphere of joy and thanksgiving. As with the processional music, you must be comfortable walking to it.

- Trumpet Voluntary (Track 1) ..... Jeremiah Clarke
- Trumpet Tune (Track 2)..... Henry Purcell
- Trumpet Voluntary (Track 3)..... John Stanley
- Arrival of the Queen of Sheba (Track 19)..... G. F. Handel
- Hornpipe from 'Water Music Suite' (Track 20) ..... G. F. Handel
- Sinfonia (Cantata 29) (Track 22)..... J. S. Bach
- Toccatà from 5<sup>th</sup> Symphony (Track 23) ..... Charles-Marie Widor
- Wedding March from 'A Midsummer Night's Dream' (Track 24) .....  
..... F. Mendelssohn
- Hymn to Joy (from Symphony #9)..... L van Beethoven
- Tuba Tune.....C. S. Lang
- Prelude in Classic Style ..... G. Young
- Finale from 1<sup>st</sup> Symphony ..... Louis Vierne
- Crown Imperial March ..... William Walton

Make an appointment with the organist to review music for your wedding at least 6 weeks in advance.

### **Legalities to Consider**

All marriages, under the authority of the Marriage Act of Manitoba need a license which is issued by the government. Up to three months prior to your wedding you may purchase your license. To find out where you can do this go to: [http://vitalstats.gov.mb.ca/pdf/licence\\_issuers\\_wpg.pdf](http://vitalstats.gov.mb.ca/pdf/licence_issuers_wpg.pdf)

Both of you must apply in person, providing proof of your identity and eligibility. The license is only valid for three month, and will need to be brought to the Church no later than two weeks prior to the wedding. If you have been married before, you will need to present your original Divorce Decree or an original Death Certificate to the issuer of licenses before you will be issued another marriage license.

Manitoba Law requires two witnesses, (18 years or older) other than the clergy, to be present for the service. Usually these are the two persons standing up for the couple being married.

It is against the law for a Minister to marry a couple if either is intoxicated. In this situation, the Minister would simply make an announcement that the wedding will not be taking place on that particular day, an alternate time would be decided later. Simarily, intoxicated witnesses would be replaced.