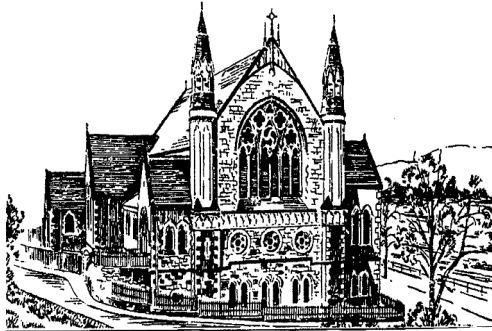




PLANNING YOUR WEDDING AT



NESS BANK CHURCH OF SCOTLAND, INVERNESS

CHURCH BOOKING ARRANGEMENTS

The first step is to contact the Minister who is

Rev Stuart Smith, 15 Ballifeary Road, Inverness, IV3 5PJ

Telephone: 01463 220332

email: stuart.smith@churchofscotland.org.uk

The Minister will make arrangements to meet with you to discuss your wedding. All wedding bookings must be approved by the Minister. This document is simply a guide which covers most of the basic questions that are asked – hopefully it will answer your questions too!

In a Christian wedding, a man and woman who love each other become husband and wife, making promises in the presence of God, in whom they believe, during a service of worship. The words of the vows express the commitment being made as “the two become one”.

The Minister will want to discuss your faith with you, and if necessary consider the alternative of a Civil wedding conducted by a local Registrar.

CHURCH OFFICE : Mrs Mary Thomson

Tel: 01463 221812; Email: nessbankchurch@gmail.com

Office hours : Monday-Friday, 0900-1200

LEGAL ARRANGEMENTS



Each party to an intended marriage in Scotland is required to submit a **Form of Notice** to the Registrar for the district where the marriage is to take place. The minimum period of notice is 28 days, but it is recommended that this should be done **SIX to EIGHT** weeks before the date of the marriage (especially if either party has previously been married). Each **Notice** must be accompanied by documentary evidence, such as a birth certificate. The required **Marriage Notice Form** may be obtained from the

Registrar's Office
The Highland Archive and Registration Centre
Bught Road, Inverness IV3 5SS
Telephone: 01463 256400

or from the General Register Office for Scotland website at www.gro-scotland.gsi.gov.uk

When the Registrar is satisfied that there is no legal impediment to the marriage, he/she will prepare and issue a **Marriage Schedule**, to be collected personally from the Registrar by one of the parties not earlier than 7 days before the marriage. The **Marriage Schedule** must be given to the Minister before the wedding (normally at the rehearsal). The completed **Schedule**, witnessed by 2 people over 16 years of age, must then be returned to the Registrar in whose district the marriage has taken place within 3 days of the wedding.

THE WEDDING SERVICE



Most people like to have music at the beginning and the end of the marriage service, plus some hymns. During the signing of the Marriage Schedule our organist will play unless you wish to make special arrangements for a friend to sing, for example. All aspects of the music for your wedding must be discussed with our organist who is

Mr Ian Livingstone
Tigh Na Allt, 1 Lower Balmacaan
Lewiston, Drumnadrochit, IV63 6WU
Telephone: 01456 450936
email: ian.c.livingstone@btopenworld.com



FLOWERS are a beautiful addition - please contact our Flower Convener, Mrs Finella Thomson (Telephone: 01463 230155), should you need any help. Please confirm to the Church Office whether you intend to remove the flowers, or leave them for the Sunday, after which they will be distributed to the sick/housebound.



FEES: There is no fee for the services of the Minister.

The organist's fee is £60, plus £60 if the service is being visually recorded (amateur or professional) or an additional £30 for sound recording only.

The fee for the Church (always at the Minister's discretion) is £350. For weddings between October to April there is a charge for additional heating costs of £60.

Payment must be paid in full one month before the date of your wedding. Cheques should be made payable to Ness Bank Church, and should be forwarded to the Church Office.



You may want to have a record of your wedding day. Your official photographer and recording person must liaise with the Minister before the service to agree where they are to stand. Other than the official photographer there are to be no other photographs taken during the service.

The ***ORDER OF SERVICE*** should be agreed with the Minister before printing.

The order of service is generally as follows:



Words of welcome
Hymn
Prayer
The Marriage (including the Vows)
Signing the Marriage Schedule
(Hymn)
Reading(s) and Address
Prayer
Hymn
Benediction

The ***VOWS*** you exchange may be in the form:

*I (groom/bride) take you (bride/groom) to be my wedded (wife/husband)
and promise in the presence of God and before those gathered here
to be a loving, dutiful and faithful (husband/wife) to you
until God shall separate us by death.*

They can be read, repeated after the Minister, or answered in the form of a question ("Do you...?" "I do"). It may be possible to vary the wording in discussion with the Minister.

PARKING

Parking facilities along the riverside may be arranged in advance by contacting 01463 239786 or email car.parks@highland.gov.uk

WEDDING REHEARSAL

This is normally held a day or two before your wedding day. Please contact the Church Office to arrange a suitable date.

Besides yourselves, the best man, the bridesmaid(s) and the person who will be escorting the bride down the aisle, will be needed, as well as the ushers, so that they can familiarise themselves with the layout of the church. Parents of the bride and groom are also most welcome to attend. If anyone other than those already mentioned are to be witnesses then they should come along as well.

Please bring the ***Marriage Schedule*** to the rehearsal and give it to the Minister. The wedding cannot take place if this document is not with the Minister before the wedding ceremony.

ON THE DAY

Ushers – should arrive at least 40 minutes before the wedding is due to begin. If the photographer wishes to take photos of the Ushers before the service then please allow more time so that guests are not neglected while the Ushers are being photographed. The front pews will be reserved for the immediate family of the Bride and Groom.

The Groom and Best Man – should arrive at least 20 minutes early, or earlier if there are to be photographs taken. The Groom and Best Man can wait in the church or the vestry until the Bride arrives – the Minister will show them where to go when the bride arrives.

The Bride and her Escort – on arrival they will be greeted by the Minister who will lead them down the aisle. The Bride should be on her Escort's right.

Please note there is to be **no confetti** thrown inside or outside the church.

