

Getting Married at St. James Church, Upper Montclair

Thank you for your interest in being married at St. James. All baptized persons of any denomination are welcome to apply for marriage in our Church. The decision whether to host the marriage ceremony is the decision of the Rector, whose decision is final.

The marriage ceremony is an occasion of joy. In the presence of God, family, and friends, the persons to be married join hands, exchange vows and pledge their love and faithfulness to one another. Holy Matrimony is a sacrament, and the church seeks to make the ceremony beautiful, meaningful, and worshipful. In this spirit, St. James uses the following guidelines so the occasion can proceed with order and dignity.

In order to be married here you will need to fill in the attached application form. You need not be Episcopalian but at least one of you must be a baptized as Christian. We may ask for proof of baptism. If you are currently a member of a church other than St. James, our clergy will need a letter from your clergy or pastor agreeing that you shall marry at St. James.

If either of you has been married before please discuss this with the clergy at the earliest possible time. We may require the approval of our Bishop.

Please try to contact us before your date is set in stone – for the reception, for example. We will always do our best to accommodate the date you want but this may not always be possible, especially at short notice.

Prior to your wedding, the Episcopal Church expects that you will receive premarital counselling from the member of the clergy who will marry you. This is normally about 6 hours held over several sessions normally taking place at St. James. If this is difficult for you because you do not live locally, our clergy may be willing for you to be counselled by a qualified person at your own church or in your community. This must be agreed with St. James clergy.

Our fees include this counselling and a formal wedding rehearsal, to be held on a mutually agreeable date just prior to the wedding.

Our church is able to accommodate around 300 people at the service. Smaller – and even tiny – ceremonies are welcomed. The service will follow the Episcopal Book of Common Prayer but may be modified by agreement with the clergy who will celebrate. You may choose to have or not to have Holy Communion during the ceremony, as you wish.

If you would like music at your ceremony, our Director of Music Ministries is usually available. He will work with you to pick appropriate music, anthems, hymns etc. that you would like. If you have a singer or other musician participating in the ceremony our Music Director will work with him or her allow adequate rehearsal and collaboration as necessary.

If you wish to use another organist, you must seek the permission of the Director of Music Ministries and a “bench fee” will be payable to the Church.

If you wish the celebration to be led by a Rector or Pastor from another church or denomination you must discuss this with our Rector. We do not normally rent out our Church, but under some circumstances we may be willing to do so.

Wedding Fees

The Episcopal Church of St. James, Upper Montclair

Clergy

1. **No Fee**, if either of the persons being married is a currently pledging member – or is the son or daughter of a current pledging member of St. James' Church.
2. **\$500** for all other persons. It includes all time spent on pre-marital counselling as well as the wedding rehearsal and the wedding itself.

Note: It is customary for pledging parishioners to give an honorarium to the clergy in recognition of the time and effort spent on premarital counselling, and planning and leading the wedding service.

Church

1. **No Fee**, if either of the persons being married is a currently pledging member – or is the son or daughter of a current pledging member.
2. **\$1000** for all other persons. (Depends on size of wedding.)
3. A fee of **\$250** will be charged for the Altar Guild if there will be communion.
4. A fee of **\$100** will be charged if set-up and clean-up of the Church is required.
5. A fee of **\$100** will be charged for set-up and printing of the bulletin if a bulletin is desired.
6. Flowers are the responsibility of the persons to be married unless there is a previous agreement with the rector and altar guild.

Parish Hall

1. If you wish to use the Parish Hall for a reception after the wedding, there will be a fee of **\$500** for the afternoon/evening it will be considered by the clergy on a case by case basis.
2. An additional fee of **\$100** will be charged for set-up and clean-up of the Parish Hall and Kitchen.
3. A security deposit of **\$150** will be charged. It will be returned in full if no damage or excessive cleanup is needed.

Organist - Fees apply to all weddings

1. **\$350** – includes music consultation and review, and the wedding itself.
2. Soloists may be invited in consultation with the Music Director. Costs associated with this are the responsibility of the persons to be married.
3. **\$350** – Bench Fee if our organist is available but you choose to bring your own.

Time and Manner of Payment

Unless you make special arrangements with the Rector, it is expected that our fees will be paid prior to the wedding rehearsal.

Please make your check for the church, Parish Hall, Altar Guild and cleaning services payable to St. James Church. Please make your checks for the clergy and the organist payable directly to the clergy and the organist.

In accordance with applicable tax regulations, these fees are not tax-deductible contributions to St. James Church. If you have any concerns or questions about these fees, please speak with the Rector. The Rector may waive certain fees in the event of hardship.

Your marriage license must be delivered to the Parish Office no later than 5 days before the wedding. It will be completed and delivered to the Township of Montclair within 5 days after the wedding, as required by law. Copies of your completed license are available from the Township Offices.

Notes:

Parking is limited at and around the Church. If you wish to park one limousine in our driveway you may make arrangements with the Parish Administrator. We can assist in reserving meters on the perimeter of the church; the Township charges \$80 to reserve each meter. You are responsible for these fees,

We do not permit the throwing of confetti outside the church. If you wish to throw or toss an alternative to confetti as the bride and groom emerge from the church you must clear this with the Parish Administrator.