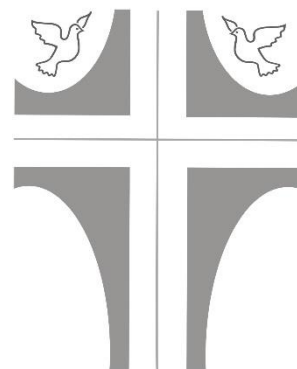


All Saints' Anglican Church



Bull Creek - Leeming

ALL SAINTS' COLLEGE

Ewing Avenue, Bull Creek, Western Australia

ALL SAINTS' COLLEGE CHAPEL WEDDING INFORMATION BOOKLET

At the heart of any Christian community is its worship life. All Saints' College and the Parish of Bull Creek Leeming are fortunate to have the beautiful Collegiate Chapel of All Saints' where parishioners, students and staff gather throughout the year to worship. It also provides members of the school community with a quiet space for private prayer and meditation during the busy school week.

All Saints' College is an Independent School, and an incorporated body, within the Anglican Church. The Chapel stands within the College grounds and is the property of the College. As such it is private property. The College, as the owner of the buildings, has the sole right to determine how it may be used and by whom. By a special agreement with the Anglican Diocese of Perth, the Chapel is also designated as a local Anglican Parish Church and is used as the local place of worship for the Parish of Bull Creek – Leeming. Although known as “The Chapel”, the formal title of the building is “All Saints' Collegiate Church”.

Your wedding is one of the most important days in your life and we are pleased that All Saints' Collegiate Church is to be part of your celebrations.

This booklet is designed to help you prepare for your wedding. ***Please read it carefully as many of your questions are dealt with herein.***

WHO MAY USE THE CHAPEL FOR WEDDINGS?

Marriage services which are to be celebrated in the All Saints' Chapel are to be conducted according to the Rites and Ceremonies of the Anglican Church of Australia. However, with the consent and approval of the College Chaplain or the Parish Priest, permission can be granted to former students of All Saints' College, for clergy of other Christian traditions to have a role in the ceremony in the Chapel. This might involve preaching, reading the scriptures or saying a prayer.

The following information gives you a general outline of how you should proceed.

WEDDING CEREMONY TIMES

Saturdays and Public Holidays: 11.00am, 1.00pm, 3.00pm and 5.00pm

Sundays: 3.00pm and 5.00pm

Wedding Ceremonies are not permitted during Lent (6 weeks leading up to Easter) and Easter week (Holy Week), school hours, Sunday morning or when the College is closed, usually the last two weeks of December and the first week of January.

ARRIVAL & DEPARTURE TIMES

Each Wedding ceremony is allocated 1 hour and 30 minutes.

SEATING

The Chapel will comfortably seat 180 – 200 people.

Step 1.

Approach your local Anglican priest and ask if he/she is available to perform the wedding ceremony in the Chapel. If possible, this should be done at least 12 months before the date of your proposed marriage. Your priest will complete a “Notice of Intended Marriage” form with you, which is a requirement of the Marriage Act of 1961.

Step 2.

Contact All Saints’ College and ask to have a Wedding Application Form sent to you. This should be returned to The Services Administration Officer, All Saints’ College, P.O. Box 165, WILLETTON WA 6955 as soon as possible to confirm your booking.

Step 3.

You will receive written confirmation of your wedding booking. **No booking is definite until a confirmation letter and receipt of payment has been received from the College.**

Step 4.

On your first meeting with the priest, you should have your **Baptism Certificate and Birth Certificate or a valid Australian Passport**. If you have been married previously you will also need to bring with you evidence of the dissolution of marriage.

Step 5.

Discuss with the priest your requirements for music. There is an Electric Organ and a Baby Grand Piano in the Chapel which are available for your

wedding. Please Contact the Head of Music on 9313 9333 to organise a musician for your wedding and to discuss the fee for the musician.

If you choose to have hymns, you should ensure well-known hymns are used. Discuss this with your priest and musician who will be able to advise you on appropriateness and choice. Words to hymns should be printed and made available to guests on the day. Copied music must be acknowledged to abide by Copyright laws.

The Chapel is also equipped with a sound system capable of playing recorded music. If you wish to have recorded music at the service please check with the priest regarding appropriateness of music style and placement within the service.

If you are engaging a Soloist or other singers you should discuss this with the priest, as it may be necessary to arrange extra rehearsals.

Step 6.

The wedding rehearsal will be arranged by your priest with the College.

Step 7.

You are welcome to make your own arrangements regarding flowers for the ceremony; however, as this is the place of worship for the local Anglican Parish, and there are daily College services, you will be required to leave two floral arrangements in the Chapel. If you would like the parish to provide floral arrangements, please discuss this with the Parish Priest by ringing 9310 4087.

To ensure the smooth running of the chapel and its appropriate use, you are asked to observe the following guidelines.

Confetti and similar materials are not permitted anywhere on the College grounds. Rose petals are acceptable outside the Chapel and only at car park level.

Smoking and drinking on the College grounds is **prohibited**.

Photography and video recording of the ceremony in the Chapel is permitted within reason. Please be aware of the following:

The photographer **must** speak with the priest before the ceremony about restrictions in the taking of photographs during the service. It is the responsibility of the couple getting married to advise the photographer of this requirement.

The use of 'Flash' photography is **not permitted**. Photographers are welcome to bring you back into the Chapel for photos after your wedding service.

You are welcome to make a video recording of the ceremony, but only from a fixed position with the officiating priest's permission.

Please ensure that your photographer and video /sound person is informed of these requirements when you make your booking with them.

In the case of either party being a widow/widower, the Death Certificate of the deceased spouse must be sighted by the priest.

Being divorced does not prevent you from being married in the Anglican Church. Your officiating priest will be able to advise you further on this matter.

WEDDING SERVICE BOOKLETS – There are no standard wedding service booklets available in the Chapel. If it is your desire to print the service, please discuss this with the celebrant. The service must be an approved Anglican Rite of Holy Matrimony.

FINANCIAL MATTERS

The Booking fee for a Wedding Ceremony is \$450.00 (incl. GST) this contributes to the cleaning, maintenance, and upkeep of the Chapel.

A cheque for the above amount should be made payable to:
All Saints' College.

There is an additional contribution payable directly to the Priest, and this should be discussed with the priest, and other service providers. Additional costs associated with the service include:

Musicians	Organist \$150.00 recommended RSCM
Flowers	As advised by couple and florist. Parish supply flowers (minimum charge \$1000)
Minister	\$300.00 suggested

Payment does not give you permission to breach the above conditions of use. It is your responsibility to ensure your guests, photographers, etc. are informed of the conditions of use.

FREQUENTLY ASKED QUESTIONS

What if one of us is divorced?

There are special guidelines to be followed for divorced people seeking re-marriage. Your priest will help you in this area but generally divorced people are able to re-marry in the Anglican Church with the bishop's blessing.

Do we have to be baptised before we can marry in church?

Yes. Canon Law of the Anglican Church requires that at least one of the parties should be a baptised Christian.

Can any authorised Celebrant marry us in the Chapel?

As this is an Anglican Chapel, only licensed and authorised Anglican Clergy are permitted to perform the ceremony. With approval, Ministers of other Christian denominations may be granted permission to take part in the ceremony. Civil Celebrants may **not** conduct marriage ceremonies in the Chapel or on the College grounds.

Where do we sign the Marriage Register?

The register is signed upon the altar in the Chapel.

What if one of us is not an Anglican?

Ask the priest celebrating your wedding for guidance. It depends largely on what denominations are involved.

Can we have flowers?

You are welcome to provide your own or ask the parish to provide them according to your requirements. You should discuss this with the parish priest. Marriage is a sacrament of joy, and flowers are always permitted.

When do we have a rehearsal for our wedding?

This is arranged through your officiating priest and the College. Rehearsals normally take up to 1 hour to complete and occur 1-5 days before your wedding service.

Can we have Holy Communion as a part of our wedding service?

Yes. Please discuss this with your officiating priest.

What if I don't have an Anglican Priest?

You do. Western Australia is divided into parishes, and each parish has a priest. You can locate the nearest Anglican Parish in the phone book or, if in doubt, telephone the Anglican Church Office on 9325 7455, give your

address and they will tell you who your Parish Priest is. Failing this, the College Chaplain or Priest of the All Saints' Parish may be available to help.

We trust this information has helped you in the planning of your wedding. If you have any questions, please do not hesitate to contact the Services Administration Officer on 9313 9311, or the College Chaplain 9313 9333 or the Parish Priest 9310 4087.

Contact Information

Ewing Avenue Bull Creek WA 6149

PO Box 258 Bull Creek WA 6149

PARISH OF BULL CREEK LEEMING

Office 9310 4087

SUNDAY SERVICE TIMES

8:00am and 10:00am

ALL SAINTS' COLLEGE

Switchboard 9313 9333

Fax 9310 4726

Web www.allsaints.wa.edu.au