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WEDDINGS AT TRINITY UNITED GRAVENHURST



Weddings at Trinity United Gravenhurst

Congratulations on your upcoming wedding. At Trinity United Church Gravenhurst, we believe in the sacredness of marriage and would be happy to be part of your special day.

Trinity is an Affirming Church, and as such welcomes all couples, and celebrates your love for one another and desire to make a commitment, regardless of gender or sexual orientation. This inclusive faith community respects each individual's culture, religious and or spiritual background. Our minister Rev. Carol-Ann Chapman would be happy to work together with you to create a personal and meaningful service.

All weddings onsite are to be conducted by Trinity's minister. If unavailable for your chosen date, an alternate officiant will be contacted and agreed upon with the couple.

Planning Your Service

1. If you are interested in using the church's sanctuary for your service, please call the Church Office at 905-687-2542 to see if the day and time you wish to be married is available.
2. Make a preliminary meeting with the minister to discuss your plans. We suggest that you come to a 10:30 a.m. Sunday worship service and talk with the Minister afterward. This gives you a chance to see the Sanctuary, and to observe the Minister's style of worship leadership. The minister is also available for offsite weddings. In addition to her regular honorarium, a mileage fee of 55 cents per km return, for both the rehearsal and the wedding service will be applied. You may contact Rev. Carol-Ann at carolantrinityuc@gmail.com
3. An initial meeting will take place where the couple and the minister will get to know each other and have a general discussion about the hopes and dreams for the wedding.
4. The couple is responsible for obtaining an Ontario wedding license. Licenses can be obtained on-line <https://www.orgforms.gov.on.ca/mla/#/overview> or at their local municipal office. Licences are valid for only 90 days once issued.

5. About one month prior to the wedding, a second meeting will take place between the minister and the couple to plan and personalize your service. At that time, a rehearsal time will be scheduled.
6. If you are wanting a pianist or organist, please discuss this with the minister.
7. Consider if you would like the use of sound equipment (microphones or speakers,) recording equipment, screens or having a printed program. (See fee schedule)
8. Livestreaming onto our YouTube channel is available and can be recorded. This will be done from a single camera on the balcony. Livestreaming requires that the services of a sound operator also be reserved. (See fee schedule)

Before your ceremony

1. Depending upon the availability of the space and the minister, a rehearsal is normally scheduled on the day before the service.
2. Plan to decorate at the time of the rehearsal. Fresh flowers may be delivered to the church Monday to Friday between 9 and 1 *or* one hour before the actual service if necessary.
3. The couple are responsible for bringing the marriage license to the rehearsal if on site or if offsite, on the wedding day.
4. All church fees to be paid in full prior to the wedding day. Please pay the minister directly in cash.

On the Day of Your Ceremony

Arrival

The minister will be on site 1 hour before the service. Attendants responsible for greeting and seating guests should arrive 30 minutes before the service. The couple should be on the premises by the starting time of the ceremony. On occasion, a guest will be delayed, however out of respect for the minister, staff and your other guests, the starting time will be delayed no more than 15 minutes. To avoid anyone missing out, some wedding invitations will include an arrival and a starting time.

Photography:

Guests may take pictures, as directed by the couple being married, in consultation with the couple's photographer/videographer. It is recommended that guests prioritize taking photos during the processional, recessional and signing of documents, to be able to fully celebrate in the marriage worship service. A designated photographer and guests may take pictures during the ceremony but **must be discreet**. All designated photographers/videographers should clarify plans with the couple and alert the minister prior to the ceremony.

Decoration/Flowers:

Decorations and flowers are the responsibility of the wedding couple. Decorations and flowers used to decorate the sanctuary should be brought to the church by family or someone taking responsibility for flowers being set up and **removed following the service**. Any seasonal decorations currently in place in the sanctuary (i.e. Christmas, Thanksgiving, Easter) will remain in place. Please note that the use of confetti, rice, birdseed or other similar materials is not permitted in the building or on the church property.

Important Note:

The following conditions must be met to avoid cancellation or postponement of your wedding ceremony: in possession of the Marriage License, fees paid on time, presence of two witnesses 18 years of age or older, the intended couple and/or all witnesses must not be or be suspected to be under the influence of drugs and/or alcohol.

After the Wedding

- 1.) You will receive a portion of the marriage license for your records.
- 2.) The minister will mail the completed marriage licence to be registered with the Province of Ontario.
- 3.) If the couple wishes to have an official certificate, they must apply to the province after it has been registered. Registration may take from 10 to 12 weeks.
- 4.) Feel free to contact the minister if you have any questions. She'd be happy to hear from you.

Fee Schedule for Weddings

Staffing Rates		Cost
Minister (full service)		\$300
Organist/Pianist	Optional	\$200
Soloist	Optional	\$100
Custodian		\$80
Live Stream Operator	Optional	\$75
Sound Operator	Optional	\$50
Screen Operator	Optional	\$50
Colour printed program	Optional	1.00 each
Space Rental Rates		
Sanctuary		\$325
Auditorium	Optional	\$200
Kitchen (for outside catering)	Optional	\$50
Chapel (25 people max)		\$100
Fireside Room (23 people max)	Optional	\$125

To be paid in full on day of rehearsal.

Please pay the minister directly, in cash.

Balance can be paid in cash, cheque (Trinity United Church),
or e-transfer *trinityunitedgravenhurst@gmail.com*