

MINISTRY TO THOSE SEEKING HOLY MATRIMONY

Congratulations on your upcoming marriage. We wish to assist you in making your wedding a grace-filled and joyful occasion. To that end we have put together some procedures for your ceremony in the Chapel. We hope this will answer many questions that you might have.

We urge you to read THE WEDDING PACKET.

If you feel that you would like to proceed with a wedding here at the Chapel, please **fill out pages 9, 10, 11 and return them to the Chapel along with your deposit check** (one-half of the fee, non-refundable); and in the next few weeks I will be in touch with you.

With kindest regards,

Ted Schroder, Pastor

WEDDINGS AT AMELIA PLANTATION CHAPEL

As part of its mission, the Chapel seeks to minister to those who desire to be married in the Christian faith. "Marriage should be honored by all." (Hebrews 13:4)

The Chapel is an interdenominational community church with an active membership and staff. Weddings are conducted as part of our ministry to our congregation and the community. While we wish to serve those who desire to be married at the Chapel, whether or not they are members, our buildings and grounds are not rented for outside use.

All weddings are the responsibility of the Pastor, the Rev. Ted Schroder, who will officiate. Other clergy are welcome to participate in the ceremony as guests.

The wedding liturgy is provided by the Pastor.

Premarital counseling is required, either with the Pastor or another counselor or minister. When counseling takes place at the Chapel a check for \$35.00 should be made out to *Life Innovations* to cover their material. The State of Florida provides a discount on the cost of the wedding license for Florida residents when premarital counseling is completed. A certificate of completion is provided by the Pastor.

The Chapel Wedding Director – Antoinette Schroder (904-277-6752) is responsible for helping the bride with all arrangements. No other wedding director or consultant is permitted to function in the Chapel. Mrs. Schroder is in charge of the disposition of the wedding party, the family and guests, the photographer and the florist. The bride is required to meet with her before the wedding to go over all details and expectations.

The Chapel Organist – Peter Deane (chapelorganist@gmail.com) is responsible for all music for the ceremony. Mr. Deane should be contacted to discuss music arrangements. He is the organist for all weddings at the Chapel and will assist you if you desire instrumentalists and soloists.

Fees for weddings cover the Pastor, Organist, Wedding Director, custodial fees and use of the buildings.

Chapel members and their immediate families (children and grandchildren) = \$1,000

Non-members = \$2,000

A surcharge of \$400 is added if the number of attendants exceeds 10 + 10 (bridesmaids and ushers).

Weddings requiring the pastor only = \$400

Enquiries for availability should be made to the Chapel Secretary, Mary Thweatt (277-4414). We do not accept dates further than twelve months. A non-refundable deposit of fifty percent of the fee and the completed wedding information forms are required in order to reserve a date. The balance is due a month before the wedding.

General Policies

1. Smoking is not permitted in and around the Chapel buildings.
2. No alcoholic beverages are permitted on the Chapel property.
3. Rice is not permitted. Bird seed may be used.
4. Aisle runners are not permitted.
5. No flower petals or artificial material are permitted to be scattered.
6. No furniture, furnishings or materials may be moved in the Sanctuary & Narthex.
7. Candelabra may be used with non-drip candles.
8. Bride's attire will be either a traditional wedding dress or other suitable dress or suit. The wedding party should also be dressed appropriately for worship.
9. The bride will be required to arrive one hour before the wedding to prevent delays.
10. Children in the wedding party should be at least five years old.
11. The Bride's Book should be at the reception not the Chapel.
12. The marriage license should be brought to the rehearsal.
13. Unity candle stand is provided by the Chapel. You supply the candles, which you should bring to the rehearsal.
14. There is no flash photography in the Chapel during the ceremony.
15. There are two stands for floral arrangements. All flowers are to be removed immediately following the ceremony.
16. If you have a program, the Pastor needs to approve the proof before it is printed.
17. The Chapel is available two hours before the wedding for photographs and for 30 minutes following the ceremony.
18. Bride and bridesmaids may dress at the Chapel and may bring dresses to the rehearsal.
19. Assign someone to be responsible for removing all belongings after the ceremony.
20. You may provide refreshments, snacks etc. for the wedding party before the ceremony.
21. Chapel capacity is 400. If you are expecting a large number of guests perhaps you can arrange transportation through Amelia Island Plantation.
22. Prepare and bring to the wedding maps or directions to your reception for your guests. Directions to the chapel may be found on our website www.ameliachapel.com.
21. Fill out the *Wedding Check List* before your appointment with the Wedding Director.
22. Give your photographer the rules on photography at the Chapel.
23. Please be on time for the wedding rehearsal, and advise your wedding party to be punctual.
24. Please request anyone who is reading or performing in the ceremony to attend the rehearsal.
25. Holy Communion for the bride and groom in the ceremony is an option for those who value it.

Photography

1. Photographers may take photographs in the Sanctuary before the guests arrive and the service begins, and may have thirty minutes after the ceremony for additional photographs.
2. No videotaping or photography may be taken during the ceremony by guests.
3. A stationary unmanned video camera may be placed behind the pulpit.
4. Video/photos may be taken from the balcony during the ceremony.
5. The photographer may take shots of the wedding party in the narthex prior to entering the sanctuary and as they recess down the aisle.
6. Photographers are expected to be dressed appropriately for a formal occasion.
7. Photographers must not move any Chapel furnishings or furniture.
8. The Wedding Director has full authority over photographic and videographic arrangements. Please consult with her about what is permitted.

Music

1. The Organist will assist you to select the music for the wedding by providing you with a list of appropriate compositions.
2. No taped or pre-recorded music is allowed, including background music for singers.
3. All organ, piano, vocal or other instrumental music should be in keeping with Christian worship.
4. The Organist can engage soloists and instrumentalists for you if you desire them. Fees vary, starting at \$150.00, and bookings should be made at least one month before the wedding.

Ten Rules for Couples About Weddings
Philippians 4:6,7

1. This is your wedding. It should be the way you want it to be, within the bounds of Christian marriage, the Chapel's tradition, and the dictates of good taste. Expectations of family and friends are secondary.
2. The only things necessary for a wedding are a bride, a groom, a license, and an officiant. Anything else (dresses, flowers, etc.) is simply ornament and not essential for a beautiful and moving wedding ceremony.
3. Relationships are more important than ceremonies. A wedding lasts thirty minutes; a marriage lasts a lifetime. Your primary concern is your relationship with each other and with God.
4. A wedding is supposed to transform two individuals, not into a couple, but into a unity. The only reason for a couple to seek holy matrimony in the Christian faith is because they want Jesus Christ to be the Lord, not only of life, but of their household as well. Christian commitment cannot be realized without a mutual commitment to holiness of life. We will present you with a *Couple's Devotional Bible*. Use it together.
5. Couples must worship together to maintain a mutual spiritual foundation. Participating in the life and work of a church makes marriage stronger. Worship is necessary for the vitality of a relationship both before and after a wedding.
6. Weddings should be fun. If you are not enjoying the process of planning your wedding, you are doing something wrong. See your pastor for help.
7. Something will go wrong at your wedding. Something always does. Count on it, and when it happens, don't let it bother you. It will give you something to talk about for years.
8. Many couples miss their own wedding. The swirl of emotion and excitement tends to obscure a couple's ability to enjoy the wedding. Take great care to calm yourselves before the ceremony so that you may enjoy it fully.
9. Everyone gets the jitters. But feelings of dread, regret, remorse, or depression may indicate a deeper problem. Problems can be solved! Call your pastor and talk about it.
10. Alcohol and weddings don't mix. Alcohol has been at the root of many significant problems at weddings. You may think a glass of champagne prior to the ceremony is harmless but alcohol added to the stress of the day can have disastrous results. Keep the celebrating until afterwards.

Wedding Check List – To Be Given To Wedding Director

Name of Bride

Name of Groom

Date & Time of Rehearsal _____

Rehearsal Dinner/Party – Time & Place

Date & Time of Wedding _____

Wedding Reception – Time &
Place _____

Name of Florist _____

Location of Flowers _____

Pew Bows _____

Outdoor Flowers/Decorations _____

Name of Photographer _____

Name of Audiographer _____

Special Music _____

Soloist(s) _____

Reader(s) _____

Guest Minister _____

Number of Guests Expected_____

Review parking limitations. Availability of trams. Maps for guests.

Will there be a program?_____

Maid/Matron of Honor_____

Best Man_____

Bride given away by_____

Bridesmaids_____

Groomsmen_____

Flower Girl(s)_____

Ring Bearer_____

Bride's Parents_____

Bride's Mother escorted by_____

Bride's Grandparents_____

Bride's Grandparents escorted by_____

Groom's Parents_____

Groom's Mother escorted by_____

Groom's Grandparents_____

Groom's Grandparents escorted by_____

Divorced Parents_____

Special Guests_____

No. of pews for family_____

Person(s) assigned to clean/straighten up_____

On Wedding Day:

Bride/Bridesmaids time of arrival_____

Amount of time needed for photographs beforehand_____

Groom/Groomsmen time of arrival_____

Photographs following service_____

Special notes_____

REMINDERS:

No guest book, gift table, receiving line at the Chapel.

Bring marriage license to rehearsal.

Rules on photography.

May want water and snacks.

May bring dresses to rehearsal

Be on time for rehearsal.

WEDDING INFORMATION

Wedding Date _____ Time _____

Rehearsal Date _____ Time _____

Bride _____

Address _____

Home Phone _____

Work Phone _____

Groom _____

Address _____

Home Phone _____

Work Phone _____

We have received, read, and do understand the policies regarding weddings at the Amelia Plantation Chapel, Amelia Island, Florida, and agree to abide by these policies. We further understand that it is our responsibility to ensure that Florist, Photographers, and other professionals connected with our wedding, as well as guests and the wedding party, understand and abide by these policies.

Signature of Bride Date

Signature of Groom Date

(Return this page with deposit)

Information to be filled out by Bride:

Name (as it appears on birth certificate)

Address

Home Phone (____) _____

Work Phone (____) _____

Date & Place of Birth _____

Are you a baptized professing Christian? _____

If so, where do you presently practice your faith? (Please give the name, location and denomination of church).

Date & Place of your Baptism _____

How many times have you been married? _____

Give the Dates of Marriages & Divorces _____

Court and Decree# _____

Names & Ages of any children _____

(Return this page with deposit)

Information to be filled out by Groom:

Name (as it appears on birth certificate)

Address_____

Home Phone () _____

Work Phone (____) _____

Date & Place of Birth_____

Are you a baptized professing Christian?_____

If so, where do you presently practice your faith? (Please give the name, location and denomination of church.

Date & Place of your Baptism_____

How many times have you been married?_____

Give the Dates of Marriages & Divorces_____

Court and Decree#_____

Names & Ages of any children_____

(Return this page with deposit)

PRELUDE

When Thou Art Near	J. S. Bach
Preludes	J. S. Bach
Wher'er You Walk	G. F. Handel
Allegretto ("Spring" The Seasons)	A. Vivaldi
Arioso	J. S. Bach
Incline Thine Ear	Himmel
Intermezzo	P. Mascagni

PROCESSIONAL (Bridal Party and/or Bride)

Trumpet Voluntary	Jeremiah Clarke
Canon in D	Johann Pachelbel
Praise, My Soul, the King of Heaven	
Bridal Chorus (Lohengrine)	Richard Wagner
Air in F	G. F. Handel
Trumpet Tune in C	Henry Purcell
Largo in G	G. F. Handel

RECESSIONAL

Wedding March	Felix Mendelssohn
Psalm XVIII	Benedetto Marcello
March Romaine	Charles Gounod
Te Deum	Marc Charpentier
Rejoicing	G. F. Handel

VOCAL SOLO

Be Thou With Me	J. S. Bach
Jesu, Joy of Man's Desiring	J. S. Bach
Let The Bright Seraphim	G. F. Handel
Alleluia	W. A. Mozart
If With All Your Hearts	Felix Mendelssohn
Panis Angelicus	Cesar Franck
The Lord's Prayer	Malotte
Where're You Walk	G. F. Handel

(Selections are interchangeable)

MARRIAGE LICENSE REQUIREMENTS

.....You both have to be present to apply.

.....You must be 18 years or older.

.....Bring in driver's license for proof of age; or birth certificate and photo ID, such as State ID card, passport, military ID.

.....If you have been widowed or divorced you must know the month/day/year that the marriage ended. If less than 6 months, a copy of divorce is needed.

.....Effective 1/1/99, Chapter 741, Florida Statutes, was amended adding the Marriage Preparation and Preservation Act of 1998, which provides for a marriage license fee reduction and cost to be \$61.00 for couples who complete a certified marriage preparation course. (The normal rate is \$93.50 with no course).

.....A three-day waiting period applies for those who do not complete the certified marriage preparation course. No waiting period is necessary if couple is from out-of-state.

.....The marriage license is valid for 60 days anywhere in the State of Florida. The marriage license must be returned to the clerk's office for recording within 10 days after the marriage is performed.

.....Certified copies are normally mailed out to the couple within 10 days after recording in official records. One certified copy is provided as part of the marriage license fee. Extra-certified copies may be obtained for a fee of \$2.50 each

.....The marriage license may be obtained from either location of the Nassau County Courthouse:

Nassau County Historic Courthouse
416 Centre Street
Fernandina Beach, FL 32034
(904) 491-6434

Nassau County Courthouse
76347 Veterans Way
Yulee, FL 32097
(904) 548-4604

Hours: 8:30 am – 5:00 pm – Monday through Friday