

MODEL PARISH GUIDELINES FOR FUNERALS AND MARRIAGES

The following guidelines are offered to parishes and clergy as a starting point for formulating parish policies on services on these important pastoral occasions.

The guidelines are based on the services set forth in the Book of Common Prayer, with appropriate particular adaptations.

If there is a parish worship committee, clergy may find it useful to work out local parish guidelines with such committees. The model guidelines provide a starting point for formulating parish guidelines.

It is not intended that every parish in the diocese adopt the same guidelines. The model guidelines worked out by the Commission on Liturgy and Music are offered as a tool to clergy as they develop their own guidelines.

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The Commission on Liturgy and Music
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MODEL PARISH GUIDELINES FOR FUNERALS

From the Book of Common Prayer

When a person is near death, the Minister of the Congregation should be notified, in order that the ministrations of the Church may be provided.

-- page 462

It is appropriate that the family and friends come together for prayers prior to the funeral.

-- page 465

The death of a member of the Church should be reported as soon as possible to, and arrangements for the funeral should be made in consultation with, the Minister of the Congregation.

Baptized Christians are properly buried from the church. The service should be held at a time when the congregation has opportunity to be present.

-- Pages 468, 490

I. MAKING PRIOR ARRANGEMENTS FOR FUNERALS

It is possible for parishioners to leave funeral requests on file with the parish office. This form may be used for that purpose. Leaving such plans makes it easier for families to plan appropriately at the time of death.

The following information may be useful to the family in making plans. If you have preferences about funeral expenses, it is helpful to spell them out here also. The clergy can provide information about limiting expenses.

Preferred Undertaker _____

Place of Burial _____

Cremation or Burial? _____

Donations made to _____

Other requests _____

Lawyer _____

II. VISITATION

It is important to give people a chance to offer sympathy to the family and to share with each other at the time of death. Such an occasion may be visiting hours at a funeral home, or a time when family will receive friends at home, or a time at the parish hall of the church after the service at the church. Many people find that receiving people at the church after services puts the least burden on the family, and it is the policy of this church to provide refreshments for such an occasion upon request.

Suggested Time and Place of Visitation:

III. PUBLIC SERVICES

The principal service may be held immediately before the interment of the body or the ashes, or at a time after interment. It should be scheduled at such a time (before or after the committal) that people who may wish to attend can be present.

The following guidelines should be observed.

1. “The coffin is to be closed before the service, and it remains closed thereafter. It is appropriate that it be covered with a pall or other suitable covering [such as a flag for those who have served in the armed forces]” (page 468). When there are ashes, they are covered in a similar way.
2. Flowers are appropriate on the altar. Other arrangements in the church should be limited. A floral blanket or spray may be placed on the coffin when the pall is removed as the procession leaves the church.
3. Music is appropriate. Hymns selected should be general hymns of faith, hymns related to the readings, Easter or All Saints’ hymns, or those appointed in the Hymnal for burial. Care should be taken that hymns and such service music as is used are known to those who are likely to be in the congregation. A list of suitable hymns is attached.

4. The celebration of the eucharist is appropriate as an expression of the union of the living and the departed in Christ in the communion of saints.

5. Family and friends may read lessons, lead the prayers of the people, and bring the bread and wine up for communion. At this emotional time, care should be taken about the choosing close relatives to read.

6. At some times, it may be possible to secure the uses of a choir for the service.

7. The parish has a columbarium/memorial garden for committal of ashes. Information is available on request.

The following checklist is provided as a planning guide.

Rite I or Rite II

Music at the Entrance

Organ Music _____
 Hymn or anthem _____

Opening Sentences (Anthems)

Rite I, page 469
 Rite II: 1st anthem, page 491; 2nd anthem, page 492; hymn only

Collects

Rite I
 Rite II: 1st Prayer, page 493; 2nd Prayer; 3rd Prayer
 Prayer for the bereaved, page 494

First Lesson (Choose one of the following) Reader: _____

Isaiah 25:6-9 *The Lord will swallow up death forever.*
 Isaiah 61:1-3 *To comfort those who mourn*
 Lamentations 3:22-26, 31-33 *The Lord is good to those who wait for him*
 Wisdom 3:1-5, 9 *The souls of the righteous are in the hand of God*
 Job 19:21-27a *I know that my Redeemer lives*

After the First Lesson (Choose one of the following)

Hymn or anthem _____
 Psalm 42:1-7 *My soul longs for God as a deer for the water-brooks*
 Psalm 46 *God is our refuge and strength*
 Psalm 90:1-12 *Lord, you have been our refuge from one generation to another*

___ Psalm 121 *My help comes from the Lord, the maker of heaven and earth*

___ Psalm 130 *Out of the depths have I called to you, O Lord*

___ Psalm 139:1-11 *Lord, you have searched me out and known me*

Psalm ___ said or ___ sung?

Second Lesson (Choose one of the following) Reader: _____

- Romans 8:14-19, 34-35, 37-39 *Nothing can separate us from the love of God*
- 1 Corinthians 15:20-26, 35-38, 42-45, 53-58 *The body raised in glory*
- 2 Corinthians 4:16-5:9 *Things unseen are eternal*
- Revelation 7:9-17 *God will wipe away every tear*
- Revelation 21:2-7 *Behold, I make all things new*

After the Second Lessons (Choose one of the following)

- Hymn or anthem _____
- Psalm 23 *The Lord is my shepherd*
- Rite I: 1928 Prayer Book version (page 476 top) or
 King James version (page 476 bottom)
- Psalm 27 *The Lord is my light and my salvation*
- Psalm 106:1-5 *Remember me, O Lord, with the favor you have for your people*
- Psalm 116 *I will walk in the presence of the Lord in the land of the living*
- Psalm ___ said or ___ sung?

Gospel (Choose one of the following)

- John 5:24-27 *He who believes has everlasting life*
- John 6:37-40 *All that the Father gives me will come to me*
- John 10:11-16 *I am the good shepherd*
- John 11:21-27 *I am the resurrection and the life*
- John 14:1-6 *In my Father's house are many mansions*

Homily (Preacher: _____)

Creed

Prayers of the People (Leader: _____)

- Vigil Prayers, page 465
- Rite I Prayers, page 480 (may also be used at Rite II)
- Rite II Prayers, page 497
- Other Prayers (when there is no eucharist):
 - for the departed _____
 - for the bereaved _____
 - for the congregation _____

Celebration of the Eucharist

- No celebration
- Rite I
- Rite II

Preparation of the Bread and Wine for the Eucharist

Organ Music _____

Hymn or anthem _____

Persons bringing up bread and wine:

Eucharistic Prayer

Eucharistic Prayer I

Eucharistic Prayer II

Eucharistic Prayer A

Eucharistic Prayer B

Eucharistic Prayer C

Eucharistic Prayer D

Holy, holy, holy

said

Hymnal, S _____

Hymns or anthems during communion: _____

Anthem at the Final Commendation of the deceased (if body or ashes are present)

said (pages 482-483 or page 499) Hymn 358

Nunc Dimittis (Song of Simeon) Hymn 354 (cantor or choir)

Final hymn or anthem _____

Other requests (such as pallbearers, officiating clergy, and special circumstances):

Name: _____

Date: _____

LIST OF SUGGESTED HYMNS

The following list suggests hymns which seem especially suitable, but other hymns may also be suitable as well. If “favorite” hymns are chosen, care should be taken that their themes are appropriate a funeral.

Metrical Versions of the Psalms between the lessons and the Commendation at the end of the service

Psalm 23 Hymn 645/646, “The King of love my shepherd is”
Hymn 664, “My Shepherd will supply my need”

Psalm 42 Hymn 658, “As longs the deer for cooling streams”

Psalm 46 Hymn 687/688, “A mighty fortress is our God”

Psalm 90 Hymn 680, “O God our help in ages past.”

Anthem at the Hymn 358 (familiar tune), “Christ the victorious”
Commendation

Easter Hymns

Hymn 178, “Alleluia, alleluia! Give thanks to the risen Lord”

Hymn 180, “He is risen, he is risen”

Hymn 194, “Jesus lives, thy terrors now”

Hymn 208, “Alleluia! The strife is o’er”

All Saints’ Hymns

Hymn 286, “Who are these like stars appearing”

Hymn 287, “For all the saints, who from their labors rest”

Hymn 526, “Let saints on earth in concert sing”

Hymn 545, “Lo! what a cloud of witnesses”

Hymn 618, “Ye watchers and ye holy ones”

Hymn 620, “Jerusalem, my happy home”

Hymn 625, “Ye holy angels bright”

Communion Hymns (A Selection)

Hymn 303, "I come with joy to meet my Lord"

Hymn 316, "This is the hour of banquet and of song"

Hymn 335, "I am the bread of life"

Hymn 339, "Deck thyself, my soul, with gladness"

Hymn 338, "Wherefore, O Father, we thy humble servants"

Hymn 357, "Jesus, Son of Mary, fount of life alone"

Other Hymns

Hymn 390, "Praise to the Lord, the Almighty, the King of creation"

Hymn 397, "Now thank we all our God"

Hymn 447, "The Christ who died and rose again"

Hymn 482, "Lord of all hopefulness"

Hymn 487, "Come my way, my truth, my life"

Hymn 488, "Be thou my vision"

Hymn 490, "I want to walk as a child of the light"

Hymn 517, "How lovely is thy dwelling place"

Hymn 522, "Glorious things of thee are spoken"

Hymn 623, "O what their joy and their glory must be"

Hymn 636/637, "How firm a foundation"

Hymn 686, "Come, thou fount of every blessing"

Hymn 690, "Guide me, O thou great Jehovah"

Hymn 692, "I heard the voice of Jesus say"

ADAPTING THE GUIDELINES FOR PARISH USE

Reviewing, Adapting, and Adopting the Guidelines

These guidelines are intended for adaptation to the customs of individual parishes. It is suggested that the guidelines be reviewed by a parish's worship committee and adapted to the customs of the parish.

Particular Adaptations.

The following guidelines need to be adapted to particular situations:

1. Provisions for a refreshments at a reception before or after a funeral.
2. Provisions for the use of a choir.
3. Provisions related to a columbarium or memorial garden.

If the use of incense is customary in a parish, the guidelines might include instructions about whether or not incense is used at a funeral.

Parishes may wish to review the list of hymns for funerals with their organist.

Parishes may wish to develop guidelines about the use of soloists, their compensation, and what music is acceptable for them to sing.

Parishes may wish to append a schedule of fees related to funerals, which might include:

1. Voluntary donation to discretionary funds.
2. Sexton's fee.
3. Organist's fee.
4. Fees related to the columbarium or memorial garden.

If the sexton and organist are otherwise compensated, the parish may wish to waive their fees. If this is the case, the contract or letter of agreement with these persons should cover such compensation.

Parishes may wish to be more specific about the use of flowers other than altar arrangements.

The homily at a funeral should be based on the lessons and related to the departed. It may incorporate appropriate remembrances of the person departed. Some clergy may wish to ask for the remembrances in written form and include them in their homily; at other times friends and relatives may offer their own remembrances. Practices will differ from parish to parish, but the homily should allow the scripture to speak to the occasion and should include appropriate remembrances.

It is suggested that lessons be read from the New Revised Standard Version of the Bible because of the sensitivity of this translation to inclusive language. At the burial of a woman, for example, the use of “children” rather than “sons” in the lesson from Romans 8 in this version is preferable.

The same issue arises in the opening anthems. The rubric on page 491 permits the use of “some other suitable anthem.” On the basis of this rubric, we suggest the use of the NRSV translation for two of the texts:

I am the resurrection and the life, says the Lord.
Those who believe in me, even though they die, will live.
And everyone who lives and believes in me
will never die.

We do not live to ourselves,
and we do not die to ourselves.
If we live, we live, we live to the Lord;
and if we die, we die to the Lord;
so then, whether we live or whether we die,
we are the Lord’s.

This solution is preferable to the option of changing the pronouns in these two texts from masculine to feminine -- a solution which suggests that only one sex or the other is heir to the promises of the New Testament.

MODEL PARISH GUIDELINES FOR MARRIAGES

FOR COUPLES WHO WISH TO BE MARRIED AT _____

You wish to be married at _____ . . .

Congratulations on your engagement! May God richly bless you and your families as you prepare for your wedding day and for many years of marriage to come. The clergy and people of _____ support you with their prayers.

There are some things you need to know up front about weddings at _____. _____ is an Episcopal church and is bound by Episcopal canons (laws and rules). In addition, the parish has decided on a few guidelines not required by the larger church.

According to the canons of the Episcopal Church:

- 1) At least one of the two of you must be a baptized Christian;
- 2) At least two witnesses besides the officiating clergy must be present;
- 3) The marriage must conform to the laws of the State of New York **and** to the canons of the Episcopal Church, which require:
 - a. both parties must understand that Holy Matrimony is a sacramental, lifelong covenant, and sign a document to this effect (the Declaration of Intention);
 - b. both parties must be acting freely, without fraud or coercion or mental reservation;
 - c. the clergy must have at least 30 days notice before the service is to take place (a longer period will be necessary if one of the parties has been divorced);
 - d. the clergy shall conduct pre-marital instruction with the couple, or else make sure that another qualified person has done so;
 - e. if one of the parties has been divorced, permission from the bishop is required to conduct the wedding, with a form to be filled out by the couple and a recommendation by the clergy;
 - f. the clergy can at any time decline to perform the wedding

O.K. You've made it this far. Take a deep breath and turn the page.

Now for the requirements of _____:

Regarding the bride and groom:

- 1) At least one of you must be a member of _____ in good standing (attending services regularly and contributing to the parish, or furnish testimony that you are a member in good standing in another Episcopal parish.
- 2) The couple need to complete a simple factual application. A copy is attached.
- 3) If a prenuptial agreement is in effect or contemplated, the clergy need to be aware of its details at the time of application.

Regarding the date for the wedding:

- 1) The couple must meet with the clergy and sign the declaration of consent before a date can be set. 30 days is the minimum notice; more may be necessary.
- 2) The time for premarital counselling need to be scheduled early in the application process. We require at least _ sessions; more may be necessary.
- 3) If one of the parties has been divorced, the bishop's permission must be secured before the date becomes final.

Regarding the ceremony:

- 1) The wedding will ordinarily take place **in the church**, not off-site or outdoors.
- 2) The parish **clergy** will perform the service. Arrangements to include other clergy in the service must be made through the parish clergy.
- 3) **The parish clergy are in charge** of the service. Any wedding consultant needs to be able to take directions from them.
- 4) A wedding is a **public event**, and parishioners are understood to be welcome to attend the service (though the reception requires an invitation).
- 5) **Communion** is appropriate if both bride and groom are baptized and will receive communion. All baptized Christians present will be invited to receive communion as well.
- 6) **Music:** The parish organist will play for the service and make any arrangements for other musicians to participate. Final decisions about appropriate music rest with the clergy and organist. Purely secular pieces are not appropriate for the service itself, but should be reserved for the reception.
- 7) **Flowers:** The altar guild will guide you in the use of flowers and any other decorations. The florist should be in touch with the altar guild to determine when the church will be available for decoration. Any runner should be provided by the florist.
- 8) **Photography/videography:** The photographer and/or videographer need to call the parish office as soon as they know they will be handling the wedding. The office will send them detailed instructions (a copy is attached) and the

clergy will work closely with them to ensure that the couple get the pictures they want without disturbing the participants or violating the sanctity of the occasion. Members of the congregation will not be allowed to take any pictures or videos during the service.

Are you still with us? If so, please continue . . .

Fees and honoraria:

- 1) All fees and honoraria should be given to the clergy **at the wedding rehearsal** for distribution to the proper people. **The marriage license should be presented at the same time.**
- 2) A member of the church is never required to pay for the use of the church for a sacramental service, and clergy are not to be paid for conducting services in their own church.
- 3) It is customary to make a **thank offering** to the Rector's Discretionary Fund [in the amount of a certain percentage of the total wedding budget]. This donations will be used to meet needs in the parish and the community.
- 4) The **organist's fee** is \$ ___ and can be in cash or a check made out to the organist. If other musicians are involved, their fees will be negotiated through the organist.
- 5) **The sexton** should be paid \$ ___ for the extra work incurred, \$ ___ in the event that bird seed or flower petals are strewn indoors. This can also be in cash or in a check made out to the sexton.
- 6) **Clergy from another church or parish** who are asked by the couple to participate in the service should be given an honorarium of \$ ___ to \$ ___ and/or their travel expenses should be paid.
- 7) If the parish hall is used for a reception, a donation to the church in the amount of \$ ___ per person attending is appropriate. (It is understood that the kitchen and hall are to be left in the same condition in which they were found. The sexton is not to do more than vacuum).

Now please take a look at the attached forms for planning the wedding. God bless and keep you and guide as you enter into this time of preparation for your new life together. The people and clergy of _____ will be praying for you at every step.

A FORM FOR PLANNING A MARRIAGE

The Rite of Consent

Selection(s) Organ, Instrumental, or Vocal Prelude(s) before the Service:

Opening Procession (Choose one of the following options)

- Single procession for clergy, bride's party, and groom's party
- Separate processions for (1) clergy, groom, and best man and (2) ushers and bridal party
- Separate processions for (1) clergy and groom's party and (2) bridal party

Hymn(s), anthem(s), and/or instrumental selections for the processions

Exhortation to the congregation and charge to the couple

Declaration of consent by the couple

Promise by the congregation

Presentation of Couple for Marriage or Blessing of the Families
(Choose one option)

- Presentation of the bride and groom by parents
- Blessing of the Families (form below)

The Minister addresses the families of the bride and groom

N., N., N., and N. [Names of the members of the bride and groom's families],
do you give your blessing to N. and N.,
and promise to do everything in your power to uphold them in their marriage?

The families answer

We give our blessing and promise our loving support.

- Presentation of the bride
 - By father or friend By both parents
 - Omit presentation/blessing

Hymn, psalm, anthem, or instrumental music:



The Ministry of the Word

Wedding party ___ seated or ___ standing for the Ministry of the Word?

First Lesson (Choose one of the following) Reader: _____

___ Genesis 1:26-28 *Male and female he created them.*

___ Genesis 2:4-9, 15-24 *A man cleaves to his wife and they become one flesh.*

___ Song of Solomon 2:1-13; 8:6-7 *Many waters cannot quench love.*

___ Tobit 8:5b-8 *Then she and I may grow old together.*

After the First Lesson (Choose one of the following)

___ Hymn or anthem _____

___ Psalm 67 *God be merciful to us and bless us.*

___ Psalm 127 *Children are a heritage from the Lord.*

___ Psalm 128 *The blessing of the family that fears the Lord*

Psalm ___ said or ___ sung?

___ Second lesson follows first without interval.

Second Lesson (Choose one of the following) Reader: _____

___ 1 Corinthians 13:1-13 *Love is patient and kind.*

___ Ephesians 3:14-19 *The Father from whom every family is named*

___ Ephesians 6:1-2, 12-17 *Walk in love, as Christ loved us.*

[not recommended because of subjection of wife to husband]

___ Colossians 3:12-17 *Love which binds everything together in harmony*

___ 1 John 4:7-16 *Let us love one another, for love is of God.*

After the Second Lesson (Choose one of the following)

___ Hymn or anthem _____

___ Gospel follows first lesson without interval.

Gospel (Choose one of the following)

___ Matthew 5:1-10 *The Beatitudes*

___ Matthew 5:13-16 *You are the light Let your light so shine.*

___ Matthew 7:21, 24-29 *Like a wise man who built his house upon the rock*

___ Mark 10:6-9, 13-16 *They are no longer two but one.*

___ John 15:9-12 *Love one another as I have loved you.*

The Homily

The Marriage

Psalm, hymn, anthem, or instrumental music during procession before the vows:

The Vows

The Blessing of the Ring(s)

The Exchange of the Ring(s)

The Declaration of Marriage

The Lord's Prayer (if the Eucharist does not follow)

traditional form

contemporary form

The Prayers Leader: _____

The Prayer before the blessing (Choose one)

Prayer on page 430

Prayer on page 431

The Peace

The Eucharist

No celebration

Rite I

Rite II

Preparation of the Bread and Wine for the Eucharist

Organ Music _____

Hymn or anthem _____

The bride and groom present the bread and wine.

Eucharistic Prayer

Eucharistic Prayer I

Eucharistic Prayer II

Eucharistic Prayer A

Eucharistic Prayer B

Eucharistic Prayer C

Eucharistic Prayer D

Holy, holy, holy

said

Hymnal, S _____

Hymns or anthems during communion: _____

Prayer after communion

Blessing and dismissal

Hymn, anthem, or instrumental selection for final procession:

PARTICIPANTS

Bride _____

Maid/Matron of Honor _____

Groom _____

Best Man _____

Bridesmaids _____

Groomsmen _____

Officiant _____

Assisting Clergy _____

Organist _____

Other Musicians _____

Readers _____

Leader for Prayers _____

Eucharistic Ministers _____

LIST OF SUGGESTED HYMNS

The following list (selections based on Marion Hatchett) suggests hymns which seem especially suitable, but other hymns may also be suitable as well. If “favorite” hymns are chosen, care should be taken that their themes are appropriate a wedding. Unless there is a choir, care should be taken to choose hymns that the congregation at the wedding will be able to sing without difficulty.

Hymns designated in the Hymnal for Weddings

- 350 O God of love, to thee we bow
- 351 May the grace of Christ our Savior
- 352 O God, to those who here profess
- 353 Your love, O God, has called us here

General Hymns

- 138 All praise to you, O Lord
- 364 O God we praise you and confess
- 366 Holy God, we praise thy Name
- 373 Praise the Lord, ye heavens adore him
- 375 Give praise and glory unto God
- 376 Joyful, joyful, we adore thee
- 377/378 All people that on earth do dwell
- 390 Praise to the Lord, the Almighty
- 396/397 Now thank we all our God
- 398 I sing the almighty power of God
- 399 To God with gladness sing
- 400 All creatures of our God and King
- 401 The God of Abraham praise
- 408 Sing praise to God who reigns above
- 409 The spacious firmament on high
- 410 Praise, my soul, the King of heaven
- 413 New songs of celebration render
- 414 God, my King, thy might confessing
- 416 For the beauty of the earth
- 421 All glory be to God on high
- 423 Immortal, invisible, God only wise

428 O all you works of God, now come
 430 Come, O come, our voices raise
 431 The stars declare his glory
 432 O praise ye the Lord! Praise him in the height
 492 Sing, ye faithful, sing with gladness
 518 Christ is made the sure foundation
 593 Lord, make us servants of your peace
 612 Gracious Spirit, Holy Ghost
 635 If thou but trust in God to guide thee
 709 O God of Bethel, by whose hand

Hymns for Use at the Offertory or Communion (A Selection)

300 Glory, love, and praise, and honor
 302/303 Father, we thank thee, who hast planted
 304 I come with joy to meet my Lord
 307 Lord, enthroned in heavenly glory
 308/309 O food to pilgrims given
 312 Strengthen for service, Lord (at or after communion)
 315 Thou, who at thy first eucharist didst pray
 316/317 This is the hour of banquet and of song
 336 Come with us, O blessed Jesus (at or after communion)
 340/341 For the bread which you have broken

INSTRUMENTAL MUSIC

Standard Selections

Trumpet Voluntary in D, Jeremiah Clark (also attributed to Henry Purcell)
 Hornpipe from Water Music, G. F. Handel

Collections suggested by Marion Hatchett

Parish Organist: Wedding Music, Volume IX. Concordia.

Wedding Music, I and II. Concordia.

Wedding Music I and II. Edited by David Johnson. Augsburg.

A Book of Wedding Pieces. Oxford University Press.

A Second Book of Wedding Pieces. Edited by C. H. Trevor & Christopher Morris.
 Oxford University Press.

Ceremonial Music: Purcell. Edited by E. Power Biggs. Mercury (Presser).

Ceremonial Music I and II. Oxford University Press.

VOCAL MUSIC

The following collections are suggested by Marion Hatchett.

Wedding Blessings. Concordia.

Sacred Songs. Bach. Concordia.

Wedding Songs. F. Peeters. Peters.

Wedding Songs. Jan Bender. Concordia.

Three Wedding Songs. Robert Powell. Concordia.

Three Wedding Solos. C. Winston Cassler. Augsburg.

Beloved Let us Love. R. Proulx. Augsburg.

ADAPTING THE GUIDELINES FOR PARISH USE

Reviewing, Adapting, and Adopting the Guidelines

These guidelines are intended for adaptation to the customs of individual parishes. It is suggested that the guidelines be reviewed by a parish's worship committee, adapted to the customs of the parish, and adopted by the vestry as official parish policy, so that decisions on individual marriage requests are not made on a case by case basis. The word "clergy" is used in these guidelines to cover a variety of staffing situations. Parishes may wish to use "rector," "vicar," or "priest in charge" as appropriate.

Particular Adaptations.

Parishes will want to specify the amount of time for marriage instruction which is required.

Parishes may want to further specify membership requirements (or a period of regular attendance) for those who wish to be married.

Parishes may wish to specify under what circumstances marriages will be conducted outside the parish church.

Parishes may wish to lay down more specific guidelines about flowers and decoration of the church for weddings.

Music is often a point of contention. Parishes may wish to develop their own lists (or tapes) of instrumental music for processions and list of anthems or solos. Parishes may also wish to review the list of hymns with their organist.

Couples sometimes request non-scriptural readings. Parishes may wish to establish a policy in this regard. Rubrics permit "a response" to the scriptural readings, which is the place for such readings. It may be best to specify that such a reading (if suitable) will be incorporated in the homily.

Parishes may wish to set further guidelines for the use of parish facilities for wedding receptions. Particular issues to be addressed may include use of the kitchen, dishes, and silver, limitations on the use of alcohol (perhaps restricting it to use of champagne for toasts and wine with a meal), and more detailed fees for use of facilities.

Each parish should review these and adopt its own schedule of fees and honoraria.

The forms above call for a stated policy on photography and videography to be attached. Since suitable guidelines depend on the particularities of each building

in locating positions for photographers and videographers, each parish should draft its own policy in this regard.