

**The Rev. Dr. Mark A. Tusken, Rector**  
**St. Mark's Church**  
**320 Franklin Street**  
**Geneva, IL 60134**  
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## **Marriage**

*“The union of husband and wife in heart, body, and mind is intended by God for their mutual joy; for the help and comfort given one another in prosperity and adversity; and, when it is God’s will, for the procreation of children and their nurture in the knowledge and love of the Lord. Therefore marriage is not to be entered into unadvisedly or lightly, but reverently, deliberately, and in accordance with the purposes for which it was instituted by God” (Book of Common Prayer 423).*

When a man and woman who want to be married come to St. Mark’s, we want to remind them that they are taking Christian Vows. These vows involve a Christian lifestyle. For example, part of the ceremony includes the words “forsaking all others” meaning you will always be faithful to your husband or wife and will have no other intimate relationships outside of the marriage, “till death do us part” meaning a lifetime commitment to this promise. A Christian marriage is one in which a husband and wife pray for each other and their children, and are members of a Christian community. Most importantly, a marriage is a relationship that includes Jesus Christ, who is “the tie that binds.”

It is important to know that only rare exceptions are made for couples who are not members of St. Mark’s. If you are looking for a church home and a place to get married, please visit us on Sunday mornings to see if St. Mark’s could be your church home. We would love for you to join our church, and for it to be a place where your Christian marriage can be nourished.

When couples are desirous of a Christian marriage, the clergy will do everything in their power to help the couple achieve a strong marriage. This involves pre-marital counseling, some reading, and much prayer. If, on the other hand, a couple does not intend to honor Christian vows, or move in a Christian direction, then it would be hypocrisy for the clergy to bless such a union. When a vow is taken, a vow must be kept!

## **Guidelines for Marriage**

1. Both sets of parents and/or extended family members should pray for the couple as soon as they are engaged and should continue to do so.
2. You are considered a parishioner if your name is registered in the parish directory.
3. It is best if Christians only marry Christians. St. Paul says, “Do not be mismated with unbelievers” (I Corinthians 6:14).
4. Divorced persons may be remarried in the Anglican Church under certain conditions. Some are:
  - If both are desirous of having a Christian marriage and are ready to make the necessary commitment.
  - If both are active churchgoers.
  - If both are free from scandalous entanglements.
  - It is clergy policy that a divorce decree be finalized by one year before remarriage.

# **The Marriage Service**

## ***The Book of Common Prayer***

Persons married in the Anglican Church have the privilege of using the marriage service in *The Book of Common Prayer*. Anglican Church Canons do not allow for the writing of vows by the couple.

## **Scripture Readings**

All readings must be taken from Holy Scripture. Possible readings are found on page 426 of *The Book of Common Prayer*.

## **Music**

Be sure that the music fits the Christian setting and theme of marriage. Coarse and clearly secular music is out of keeping with the beauty and purpose of the service. Anglican Church Canons state that only sacred music may be used during weddings. As policy, guest organists are not used in St. Mark's weddings. The church organist and the clergy should be consulted on all wedding music and the set-up of musicians in the chapel or sanctuary.

## **Holy Eucharist**

The norm for a wedding is to have a celebration of the Holy Eucharist. There are some occasions when this is not desirable or appropriate, however. The celebrant of your wedding will talk this through with you. It is the norm when Eucharist is celebrated to invite the baptized believers present to receive communion. This will require a second minister or a lay reader. The wedding coordinator should also be notified as to how many guests will be receiving communion so that appropriate preparations can be made.

## **Guest Clergy**

Guest clergy must contact one of our clergy at least one month before the wedding.

## **Sexton**

The sexton prepares the church for the wedding and cleans up after the ceremony.

## **Wedding Coordinator**

The wedding coordinator helps ensure that details outlined in this packet are all addressed. Coordinator contacts the bridal couple upon their return of the signed wedding contract. Coordinator meets with the couple at least once in person to answer questions, go through the details of the packet, and communicates those details to the appropriate staff and ministry

heads. Coordinator is present at rehearsal and prior to and during the ceremony (and reception if scheduled at St. Mark's).

## **Runner for the aisle**

Due to safety reasons, runners are not allowed.

## **Departure Traditions**

No rice, birdseed, or confetti may be thrown, balloons released, etc. at the church.

## **Photography**

NO photography or videotaping may be done during the ceremony except as follows:

The official still photographer must be told by the couple that pictures may be taken while the bride processes and then at the recession. NO flash photos may be taken after the service begins. The flash distracts from the worship nature of the service. All participants, including clergy, may return after the ceremony to take whatever poses are desired.

Videotaping may be done from one camera on a stationary tripod without special lighting. A church representative will show you some possible locations.

## **Rehearsal**

All persons participating in the service, including readers and soloists should be present for the rehearsal to make sure the ceremony proceeds smoothly. Rehearsals are usually held the evening before the wedding. This is the time for payments to be given to the wedding coordinator for appropriate distribution.

## **Fellowship hall receptions**

The fellowship hall is available for receptions. A separate document describes rental of that room and policies for its use. If you would like to have your reception in the fellowship hall, please request a copy of the *Agreement for Use of St. Mark's Church Facilities*.

## **Invitations**

If you would like the clergy, organist, or other wedding attendants to attend the rehearsal dinner and/or wedding reception, please send them written invitations.

## **Dressing for the wedding**

If you wish to dress at the church, the bride's party may dress in the undercroft and the groom's party may dress in the youth room. To respect the sanctity of the service, there should be no alcohol in these rooms as the bride and groom's parties prepare for the wedding.

## Other wedding guidelines

St. Mark's can accommodate most wedding schedules with the following exceptions:

- Swedish Days (Tuesday-Sunday after Father's Day) and days that coincide with certain other major downtown Geneva events.
- Saturdays between 4:00 and 6:30 pm. (Wedding, including pictures, should be completed by 4:00 pm to accommodate the Saturday evening chapel service.)
- Sundays before 2:00 pm.
- Availability is also contingent upon other church functions.
- St. Mark's can accommodate one wedding reception per day. Receptions are scheduled through the church office.
- If a reception is scheduled to follow a morning wedding (before noon) the church cannot accommodate an afternoon wedding (before 6:00 pm).
- If a reception is scheduled to follow an afternoon wedding (after noon), the church cannot accommodate an evening wedding.
- Fellowship hall receptions must adhere to alcohol policies attached to this packet.
- Access to the church on the wedding day will be no more than two hours before the time of the ceremony.

## Checklist for Wedding Party

### Church people to be contacted by the bride or groom:

- Clergy**-to secure permission for marriage and set up counseling dates.  
Fr. Mark Tusken (630.232.0133x101)  
Rev. Amy Peeler (630.232.0133x100)  
Rev. Marcus P. Johnson (630.232.0133x100)
- Office Manager** (630.232.01330x100) to get a date, time, and location on the church calendar.
- Wedding Coordinator** to discuss packet items regarding flowers, altar, AV room, tour of facilities, presence during rehearsal and wedding ceremony, and reception (if here).
- Organist** to plan music.  
Dr. Lance Peeler (630.208.2557)

# Guidelines for Wedding Flowers

## Chapel

Flowers may be placed in the following locations:

- On the retable, flanking the cross but must not extend above the arms of the cross unless they are placed all the way to the outside and focus attention on the cross
- On the organ or on a pedestal placed next to the organ
- On the window sills (There are three on each side in the nave, plus two at the back, for a total of eight)
- Pew bows are discouraged in the chapel because the aisle is not wide
- If a unity candle is used, it should be placed on a pedestal next to the organ (flowers then would be located elsewhere)

## Parish Church

Flowers may be placed in the following locations:

- Under the altar (max. 32 inches tall)
- On pedestals behind the altar flanking the wall cross (we have two dark wood pedestals 32 inches tall with a 10 inch square top) and must not extend above the arms of the cross
- On the baptismal font
- Pew decorations may be used, but attachment can only be with rubber bands, U clips, or ribbon ties. NO wire, tape, glue, or staples. There are thirteen pews on each side plus two front modesty panels)
- Pew torch candles are available through the Altar Guild (\$100 additional fee). There are five for each side for a total of ten.
- If a unity candle is used, it should be placed on the baptismal font (flowers then would be located elsewhere)

## General Information

- NO aisle runner or cloth is allowed.
- No flower petals can be dropped in the church.
- Flowers are never to be placed on the altar.
- All church furnishings must remain in place.
- There are nails on each exterior door for wreaths.
- No rice, birdseed, or confetti may be thrown, balloons released, etc. at the church.
- Flower Dedication form at end of packet.

**FLOWERS SHOULD ENHANCE OUR BEAUTIFUL SANCTUARIES, NOT OVERPOWER THEM DURING THE SERVICE OF HOLY MATRIMONY.**

# Policy on Serving Alcohol

1. Alcohol should not be served prior to worship, or prior to or during business meetings.
2. All beverages and food containing alcohol must be clearly and distinctly labeled. This guideline is most often forgotten where food is concerned. It must be remembered that the flavor of liquor (in food where the alcohol has been cooked out) is something which many persons in recovery wish to avoid.
3. Food must be available at all functions where alcohol is served.
4. Equally attractive, non-alcoholic alternatives must be offered as conspicuously as alcoholic beverages. Persons who wish to abstain from alcohol must be able to do so comfortably. It is critical that alternatives to alcoholic beverages be of equal quality as those containing alcohol. It is inappropriate to serve a good bottle of wine in a crystal glass, when the only alternative is a can of soda from the back of the refrigerator or coffee from a paper cup.
5. The promotion of Church/Agency functions must not use alcohol as an enticement to participation. No announcements, advertisements or promotional material should imply that drinking alcohol is a social requirement. Alcoholic beverages should not be a part of the identification of Church/Agency events—e.g. Bratwurst Festival not Beer and Bratwurst; Reception with Hors-d'oeuvres, or Reception with Light Refreshments, not Wine and Cheese Reception. Alcohol should not be served in any way that implies to children or youth that growing up necessarily implies alcohol consumption. Thus, references to kiddie cocktails and Shirley Temples are to be avoided.
6. All federal, state, and local laws and ordinances concerning alcohol must be observed. This includes regulations requiring licenses for the sale of alcohol, prohibiting the distribution of alcohol to minors, and serving alcohol to intoxicated persons. Serving alcoholic beverages entails incurring moral as well as potential legal and financial liability for those who become intoxicated. It is expected that responsibility will be taken for the safety of persons who become intoxicated at Church/Agency functions up to and including transportation for those whose driving might be impaired.
7. Members of a wedding party dressing or meeting at the church prior to the ceremony will respect the sanctity of the service and will not serve alcohol in any of the rooms of the church.

# Fees for Weddings

## Non-members:

- Reservation Fee \$500 (due with signed contract)
- Clergy \$250.

## Members:

- There is no charge for the wedding. A donation may be made to the priest's Discretionary Fund.

## Additional fees (for all, due at rehearsal)

### Required Fees

- **Sexton** \$75 for chapel, \$125 for church
- **Altar Guild** \$25 (check to St. Mark's Church)
- **Wedding coordinator** \$125
- **Organist** \$250

Includes consultation with bride and groom, personal rehearsal time, coordinating instrumentalists and soloists, and the ceremony. This basic fee does not include practice with soloists or instrumentalists or the rehearsal the evening before. Each additional rehearsal with vocalists or instrumentalists is \$45. Attendance at the wedding rehearsal is an additional \$100.

### Optional Fees

- **Pew Torch Candles** (if requested) \$100. (check to St. Mark's Church)  
For use of candles and set up. There are ten pew torches, five for each side of aisle, in the main church only.
- **Musicians or soloists** in addition to organist. Fee negotiated with soloist or instrumentalist.
- **Reception in the fellowship hall.** Please refer to *Agreement for Use of St. Mark's Church Facilities*. Additional fees to sexton and wedding coordinator apply.
  - Additional sexton fee for reception in the fellowship hall
  - Additional wedding coordinator fee for reception in fellowship hall
  - Additional facility fee (nonmembers) or an offering should be made to the church (members).

***Checks for all fees are to be written out to individuals and given to the wedding coordinator at the rehearsal.***



# Church Reservation

St. Mark's Church, 320 Franklin Street  
Geneva, IL 60134  
630.232.0133

Return promptly to reserve this date.

**Bride's Name** \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Groom's Name** \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Wedding:** Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Rehearsal:** Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name of person officiating at your wedding \_\_\_\_\_

Parish church       Chapel

How many people will attend? \_\_\_\_\_

Eucharist       Bride and groom only       Congregation

Organist       Other musicians

Pew torch candles (main church only)       Reception in fellowship hall

**We understand and agree to follow the guidelines for a wedding at St. Mark's Church:**

Bride's signature \_\_\_\_\_ Date \_\_\_\_\_

Groom's signature \_\_\_\_\_ Date \_\_\_\_\_

Wedding coordinator's signature \_\_\_\_\_ Date \_\_\_\_\_

# Wedding Flowers Dedication Form

It is the expectation that the wedding party will leave the flowers for the worship service on Sunday. The regular dedication would read:

The flowers are given in celebration of the marriage yesterday of

\_\_\_\_\_ and \_\_\_\_\_.

If you would like a different dedication, please write it here:

Please notify the wedding coordinator of your flower plans—whether you will leave them for Sunday worship, where they will be placed, and what colors will be used.