

KRUC

100

celebrating 100 years of faith, love and community

"1908-2008"

Kingston Road United Church 975 Kingston Road, Toronto, ON M4E 1T1
416-699-6091 info@kruc.ca www.kruc.ca



OUR WEDDING POLICIES and PROCEDURES

Congratulations! We are pleased that you wish to be married in a worship service at Kingston Road United Church.

All those, regardless of ability, age, ethnicity, gender identity, race, sexual orientation or religion who desire a Christian wedding, have a valid marriage license, or the Banns of Marriage have been read at three separate services, have the Minister's approval and agree to follow the policies and procedures set out in this document are welcome to be married at Kingston Road United Church.

The following information is based on our years of experience. We trust that you will find it helpful as you make your arrangements.

Our secretary is pleased to receive your phone call and to make your tentative booking. It is essential that you read our policy on photography and the information sheets before you make your final booking through our Space Usage Co-ordinator. **Returning the completed information sheets with a deposit cheque is the only way to confirm your booking.**

MINISTER: Generally, our minister officiates at weddings conducted here. If you would like a guest minister to assist/conduct the service, please advise us when booking the sanctuary.

INTERVIEW: Please call the Church office - 416-699-6091- to arrange for an interview with the minister well in advance of the wedding (if applicable).

REHEARSAL: The wedding rehearsal is generally held early in the evening on the Thursday before the wedding. The rehearsal lasts about 30 minutes. It is essential that all weddings and rehearsals begin on time. If the wedding party is late, the presence of all essential personnel cannot be guaranteed.

MARRIAGE LICENSE: Marriage licenses may be obtained from any Provincial Licensing Agency. A license is valid for three months. We ask that you deliver it to the Church Office at least one week prior to the wedding.

MUSIC: Once your date has been confirmed, please contact our Director of Music to reserve his services and to arrange a meeting to discuss the music for your wedding. Music must be appropriate for a church setting and is subject to the approval of the Director of Music. (Please note: contemporary or "new" music is often acceptable.)

SOLOISTS: If you wish to have a soloist at your wedding, the Director of Music will be pleased to make recommendations. There will be an additional fee for rehearsals with soloists.

PHOTOGRAPHY: KRUC recognizes that most people wish to have photographs and/or video recordings of their wedding. We try to accommodate all reasonable requests. The official photographer may take photos throughout the service and during the signing of the register, with the exception of moments of prayer. One video person may film the service, without floodlights. The custodian will be pleased to explain the service and show them the best vantage points.

PEW BOWS: If you wish to use pew bows, they must be tied on and not fastened with tape. The end of the pew in the sanctuary measures 28 inches around and there are 36 rows. Pew bows may be ordered through your florist.

CONFETTI: As confetti or rice is not permitted on Church property, please feel free to use bubbles or fresh rose petals.

PARKING: Space for the Bridal party will be reserved in front of the main doors of the Church. Others will need to find their own parking places on the street and should be prepared to walk a block or two.

WHEEL CHAIR ACCESS: KRUC is equipped with a wheelchair ramp located on the east side of the main entrance.

MARRIAGE PREPARATION COURSE: The Staff and Council of KRUC recommend your participation in a Marriage Preparation Course. Please ask at the office for current information.

WEDDING FEES *:** A non-refundable deposit: **\$100.00** at the time of booking.

Facility: **\$200.00** (April – September) or **\$300.00** (October – March). This is in addition to \$100 deposit. The fee includes the use of the Sanctuary and the Parlour for the Bride's Room. **Please write a cheque to Kingston Road United Church** for the use of the facility and give to the custodian at the rehearsal

The following are to be paid in *cash* at the rehearsal:

Honorarium for the Minister: **\$300**
Organist: **\$175** (Plus \$25.00 per ½ hour for rehearsal with soloist.
Soloist is to be arranged separately.)
Custodian: **\$100** (Custodian is also working as wedding director.)
There is an additional fee of \$50 if the wedding party is returning to Sanctuary for photos following the ceremony.

SEATING CAPACITY: Sanctuary – 450

If you have any questions about your Wedding service, please do not hesitate to contact the Church office – 416-699-6091.