

Wedding Customary

Christ Church Cathedral Cincinnati, Ohio - Diocese of Southern Ohio

Welcome and Congratulations! We join with others in expressing our joy at your decision to marry and to celebrate this Sacrament in the Church. A relationship based on honesty, respect, and mutual admiration is a means of spiritual growth and happiness. We are honored to become part of the journey you have begun and to join with those in your families and communities who look forward to celebrating your union. This information contains items for you to consider as you make your preparations. For the planning to be as joyous as possible and free of misunderstandings, we urge you to read the contents before you call the church office and make the necessary appointments.

A wedding at Christ Church Cathedral involves the participation of many different people with different functions. Therefore, the Cathedral requires advance notice of at least three months. If you are a parishioner of an Episcopal parish other than the Cathedral, please ask your rector/priest-in-charge to contact the Cathedral.

You may contact us by emailing our Administrator for Cathedral/Parish Life, Kathy Noe at knoe@cccath.org or by calling 513-842-2051 who will review Cathedral protocols and arrange an initial meeting with a Cathedral Clergy person.

We look forward to welcoming you, your family, and the members of your wedding party.

Blessings,



The Very Reverend Owen C. Thompson, Dean



INTRODUCTION

"Christian marriage is a solemn and public covenant between a man and a woman in the presence of God." These words from The Book of Common Prayer set the stage for marriage in the Episcopal Church. Any marriage is therefore celebrated within the Christian community and according to the rules, regulations, and Canons of the Church and those of Christ Church Cathedral Church.

THE LAWS OF THE CHURCH CONCERNING HOLY MATRIMONY

In addition to complying with the civil laws regulating marriage, it is necessary for a couple desiring Holy Matrimony to comply with the Marriage Canons (Laws) of the Church. These Canons support the Christian truth that marriage is "as long as you both shall live."

The Canons specifically provide that it shall be within the discretion of any Minister of the Church to decline to solemnize any marriage. The Canons prohibit a priest from solemnizing the marriage of anyone who has been divorced except with the consent of the Bishop. (Please refer to section 6 of the Cathedral and Diocesan Requirements below.)

The Episcopal Church requires that at least one of the two persons be baptized Christian.

PREMARITAL COUNSELING

The couple will be required to attend premarital counseling and will be given the priest's name who will administer the counseling by the officiating priest. The couple is responsible for contacting the priest and setting up the appointments. These sessions must be completed before the wedding.

If the parties live out of the area, members of the clergy are permitted to appoint a priest or counselor in the area in which they live to do the pre-marital instruction and counseling.

QUALIFICATIONS FOR A WEDDING AT CHRIST CHURCH CATHEDRAL

The Dean of the Cathedral has established that all communicants in good standing of Christ Church Cathedral and the Diocese of Southern Ohio and their immediate family members are eligible. Exceptions are rare and require written approval of the Dean.

What is a "Communicant in Good Standing"? The "canonical definition" of a communicant in good standing is as follows:

Communicants in Good Standing (Title I, Canon 17, Sections 2 and 3)

Section 2 (a): "All members of this church who have received Holy Communion in this church at least three times during the preceding year are to be considered **communicants of this church.**"

Section 3: "All communicants of this church who for the previous year have been faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying and financially giving for the spread of the Kingdom of God are to be considered **communications in good standing.**"

The canons apply to Cathedral and diocesan parish members. Ceremonies cannot be scheduled until a clergy member has met with and approved the couple for marriage. For these reasons, the Cathedral is not available as a rental venue for weddings.

SOME CATHEDRAL AND DIOCESAN REQUIREMENTS TO NOTE

1. The enclosed "Declaration of Intention" must be signed by the couple prior to the marriage.
2. Wedding requests must be received no less than ninety (90) days before the requested date. Exceptions to this are rare and require approval by the Dean of Cathedral.
3. If either or both parties have previous marriage(s), please reference 6 below.
4. Two witnesses will be provided by the couple.
5. The couple shall obtain their governmental license to marry before the wedding. Most governmental agencies require the license be obtained *no earlier than sixty (60) days prior and no later than seven (7) days prior to the ceremony.*
 - Residents of *Hamilton County* (where Cathedral is located) are to obtain their license from Hamilton County. That license is valid for sixty days.
 - Residents *outside Hamilton County but within the state of Ohio* are to obtain a license from their county of residence.
 - Residents from *outside of the state of Ohio* are to obtain a Hamilton County license to be married at Christ Church Cathedral. Exceptions to the above are not permitted by law.
6. If either party has been divorced, the divorce decree is to have a minimum of one year's standing. Clergy should be notified of a wedding request at least one hundred and twenty (120) days before the wedding date. Our canons require that the clergy obtain a "permission to remarry" letter from the Bishop before a wedding request can be approved and a wedding date scheduled. This process requires additional time for clergy and the couple to discuss the concerns raised in the previous marriage(s) and additional time is to be factored in. If either party has been divorced more than once Bishop may be engaged with the couple in the decision of whether or not the permission to remarry is granted.



PLANNING YOUR WEDDING

After your initial discussion with clergy, and the above is satisfied, the Events Coordinator will be notified to verify to proceed with planning. Our coordinator will be your main source of contact as you plan your wedding day and is the pivotal person in making sure each of the various parties at the Cathedral is informed and “on the same page.”

Additionally, the Coordinator works with the couple to plan all decorations. As the clergy’s representative, the Coordinator has decision-making authority on such questions. Couples may choose to employ a wedding consultant and if so, the Cathedral Coordinator is happy to work with them. Wedding consultants are welcome to be present at the rehearsal and wedding yet may not direct rehearsals or wedding day activities once the wedding party enters the Cathedral. Clergy maintains full discretion concerning activities inside the Cathedral facilities.

How do you reserve a date and time on the Cathedral's calendar for a wedding?

Once the clergy has met with the couple, a date is reserved with the approval of the Dean, and a cross-check of the cathedral calendar. At this time a *non-refundable fee* of \$200.00 is required. You may mail or bring your payment to Christ Church Cathedral at 318 East 4th Street, Cincinnati, OH 45202. Please add the note “Reservation of Wedding” to your payment. If mailing, please address the envelope to Administrator for Cathedral/Parish Life.

The manner the ceremony will be rehearsed and conducted is always the prerogative of the Cathedral clergy. Weddings may be scheduled any day throughout the year, that does not conflict with the regular worship and scheduled Cathedral events with the exception of the Season of Lent. Lent is a time set aside for reflection and penitence and falls each year between Ash Wednesday and Easter Sunday.

What happens next?

The couple agrees to pre-marital instructions with Cathedral clergy, or with a certified pre-marital counselor. Exceptions allowing for clergy of other Christian denominations to provide pre-marital instructions may be approved by the Dean. There are to be three or more sessions, with the final number of sessions being the prerogative of the counselor and couple together. The counselor then contacts the sponsoring clergy and informs them that the couple has completed counseling to their satisfaction and may proceed with planning their wedding.

SEATING

The nave (central seating area) of the Cathedral can seat up to 500 people, including the wedding party. The balcony of the nave can seat an additional 100 people. The Centennial Chapel can seat up to 100 people.

BULLETINS

Wedding bulletins will be written and designed at no cost to the couple. Couples will be asked to provide wedding party information and family member names they wish to acknowledge in the bulletin. Cover design and liturgical content are at the discretion of the Clergy and Cathedral staff. Please complete and return the information sheet to the church office no later than ninety (90) days prior to the proposed ceremony date. This allows time to handle the details properly.

FLOWERS AND AISLE CANDLES AND OTHER DECORATIONS

The Flower Guild at Christ Church Cathedral is a group of volunteers who lovingly and professionally prepare floral arrangements each week for the Cathedral’s and Centennial’s Chapel naves and public spaces. Flowers are prepared for Sunday services and special occasions on Friday or Saturday mornings and will be in place for weddings held on Saturday afternoons and evenings. Couples have the option of requesting color palettes, though specific flower requests cannot be guaranteed. A gift of \$200 to the Flower Guild is requested to defray a portion of the cost of purchasing flowers.

If you wish to have a particular florist, we will schedule a meeting with a Flower Guild representative to coordinate. Note that only fresh-cut flowers and live plantings are permitted, with the exception of “Flower Girl/Boy” in the procession, whereas fresh-cut flowers or fresh-cut flower petals are not permitted to be dropped. Artificial flower petals are permitted yet discouraged.

If flowers for the High Altar are desired, please note that two arrangements will be necessary as they will stand on either side of the Altar. Flowers on the High Altar itself are not permitted.

Aisle runners are not permitted. Pew bows and/or candles are permitted. Reserved seating will be designated using pew ropes supplied by Christ Church Cathedral.



**Christ Church
Cathedral**

The Cathedral's Altar Guild provides unity Candles. A member of the church staff will light all liturgical candles before your service.

"Showering" the bride and groom is always fun. Bells, bubbles, and flower petals are permitted outside the church, however, neither Cincinnati nor the cathedral permit "showering" the bride and groom with rice, birdseed, confetti, etc.

MUSIC

One of the significant dimensions of a beautiful and meaningful ceremony is music. We want your celebration of marriage to praise God and delight you. The Events Coordinator will arrange for you to meet with our Director of Music, Canon Dr. Stephan Casurella. Our music department is thankful for the considerable talent assembled and is eager to share this talent and our love of music with you. The Director will work with you in choosing music and has a substantial repertoire from which he can recommend. Final decisions on the choice of music, musicians, and instruments rest with the Director.

If you desire additional musicians and instrumentalists, the Director will gladly discuss these plans with you. We have a working relationship with some of the finest musicians in the city. Fees for extra musicians are not included in the general wedding fee. Checks for individual musicians are to be paid and included at the time of the final church invoice.

PHOTOGRAPHER AND VIDEOGRAPHY

Your wedding is a celebration. Photographed and filmed memories are cherished for years to come. As you plan how to record this celebration, please remember that this is also a worship service. We offer praise and thanksgiving to God as we celebrate your day, so we desire to keep distractions to a minimum. Below are some cathedral protocols to guide you through your planning. You are welcome to take photos up to *30 minutes before the ceremony and 60 minutes afterward*.

Photography:

Unfortunately, flash photography is not allowed. Photographs may be taken from the side aisles but not the center aisle. Exceptions to center aisle protocol can be provided for wedding party processions and recessions, with permission from the Dean. Cameras are to be on muted click. To allow photography from the balcony, permission from the Facilities Director through the Coordinator is required. If permission is granted, special instructions are provided. We request you inform all family members and guests that flash photography is not allowed during the service.

Filming/Videography:

Lighting equipment beyond the installed lighting of the Cathedral is not allowed. Please have your videographer meet with the Events Coordinator before the wedding day to learn what lighting we can provide.

THE REHEARSAL

The wedding rehearsal is normally held on the evening before the wedding. All members of the wedding party are expected to attend and to be on time. The bride is required to participate fully in the rehearsal. Except in unusual circumstances, the rehearsal lasts no longer than one hour. The rehearsal will begin at the appointed time. If there is a rehearsal dinner, it should be after the rehearsal. Rehearsals can be scheduled anytime between 9:00 AM and 5:00 PM on the day before the wedding.

THE WEDDING

All members of the wedding party, including the bride, should arrive at the church at least one-half hour before the scheduled time for the wedding.

The front desk and building personnel are provided 90 minutes before the start time of your wedding through 90 minutes after your ceremony concludes. You are welcome to take photos up to 30 minutes before the ceremony and 60 minutes afterward.

We're glad you made it to the end of this document! If you have further questions, the principal contacts for more information are listed below.

Principal Contact Numbers

Ms. Michelle Hornsby
Ms. Kathy Noe
Dr. Stephan Casurella
The Rev. Joyce Keeshin

Events Coordinator
Administrator for Cathedral/Parish Life
Director of Music
Prepare & Enrich

michellehornsby@cccath.org
knoe@cccath.org
scasurella@cccath.org
joycekeeshin@gmail.com

Christ Church Cathedral

cincinnati.cathedral.com 513-621-1817



SCHEDULE OF FEES AND SERVICES

The fees listed here coincide with the information contained in our Wedding Planning Form.

Cathedral Nave Space Usage Fee

\$1500 for Non-Members

\$1000 for Current Members

Chapel or Sycamore Commons Space Usage Fee

\$900 for Non-Members

\$650 for Current Members

Sycamore Commons Garden Space Usage Fee

\$900 for Non-Members

\$650 for Current Members

\$150 as add-on space for Chapel or Nave

Rehearsal Facilities

The charge for Nave, Chapel or Sycamore Commons is included in the usage fee.

Undercroft

\$600 four hours or under

\$1200 over four hours

Includes tables and black linens. The couple will provide a caterer.

Available until 9:00 pm Monday through Thursday. Friday and on Saturdays until 10:00.

Wedding Coordinator Fee

Included in fee

Marriage Consultant and Preparation. Includes "Prepare-Enrich Counseling"

\$250 for non-members

Organ Fee

\$275 Consult with the couple to select music; a brief rehearsal with soloist(s) and one hour before the ceremony, as needed; and the ceremony itself.

\$50/hour additional (one-hour minimum) for other necessary rehearsals with soloists(s). Right of refusal for Director of Music and second refusal for Associate Director of Music. If the couple requests to use a competent organist other than one of the Cathedral staff musicians, the Director of Music may approve this arrangement. No "bench fee" shall be assessed. Fees for any other musicians, vocal or instrumental, shall be negotiated between the couple and the musician.

Please note: The check should be written directly to the organist.

Security

\$400 when the guest count exceeds 300 (or the actual cost on the date of the wedding)

Streaming

The Coordinator will confirm if streaming is available and the fee.