

Getting Married
in
Scarboro United Church



Weddings at Scarboro

Congratulations on your upcoming wedding! We will try to accommodate your preferred date and time, however, it is not always possible. Please secure your booking with us before making other arrangements.

Weddings are usually booked in two-hour windows on Saturday afternoons, but alternate days and times may be available upon request.

We typically do not schedule weddings on Sundays, civic or statutory holidays, the Easter weekend, or between Christmas and New Year's Day.

Affirming LGBTQ2SIA+ Couples

Scarboro United Church commits to be an affirming congregation and an inclusive community, inviting, welcoming and affirming all people regardless of sexual orientation and gender identity into full participation in, and leadership of, the congregation of Scarboro United Church. We are honoured to conduct both opposite and same gender weddings.

Accessibility

All of our washrooms are gender neutral and there are barrier free washrooms and change tables on the upper and middle floors. The main front entrance to the building on Scarboro Avenue is accessible and there is barrier free access to the middle floor via an elevator and the ramp on 15th Ave SW.

Officiant

Our minister, Rev. Erin Klassen, officiates all weddings that take place at Scarboro United Church, and will take the lead for both the wedding and the rehearsal. In rare occasions, other clergy may be involved in the service, subject to approval in advance.

If you have hired a wedding consultant, that person is secondary to the minister when it comes to arrangements for the marriage service.

The Spiritual Significance of Your Wedding

Marriage services at Scarboro United are acts of Christian devotion, in which two people make their

marriage vows in the presence of God, within the context of worship, and in which God's blessing is sought upon the marriage.

We believe that the service, in all its component parts, expresses your faithful commitment to each other, and should reflect your spirituality, and the theology of the United Church. Couples should have a positive attitude toward the Christian Church and an appreciation of the sacredness of a Christian marriage service.

We encourage you to participate in the life of the congregation by attending church events, worshiping with us, or even considering membership. You are invited to attend worship at 10:30am on Sundays. Come early for coffee and get to know your new community!

Appointments

You can expect to have 1-2 meetings with our minister prior to your wedding, which are typically scheduled Monday to Thursday between 10am and 5pm.

The date and time of your wedding will be confirmed at your first appointment. Please bring the completed Application for Marriage form and a \$50 deposit with you to your first meeting.

Marriage Preparation Course

Marriage Prep courses give couples an opportunity to discuss the path ahead and a set of tools to help build a fulfilling marriage. Knox United Church offers a course on behalf of The United Church of Canada, Chinook Winds Region. All couples are welcome to attend, and [online registration](#) is available through EventBrite.

The Official Board of Scarboro United Church requires all couples to present verification of attendance at a Marriage Prep course no later than your last appointment with the minister.

Music

When you book a wedding at Scarboro, you get the expertise of our Music Director in planning music for the ceremony. She will ensure that there is a skilled musician booked for your wedding, that the music enriches the experience, and is appropriate for the occasion.

Soloists are welcome to contribute to the service, at the discretion of the Music Director, and all musical selections must be submitted for approval with adequate notice. Please provide copies of sheet music.

No pre-recorded or taped music is permitted.

Pictures

We know that everyone wants to get that perfect shot of the big day: your guests are invited to take pictures of the wedding party entering and leaving the Sanctuary, and of the signing of the Marriage Register, but **guests are not allowed to take pictures during the marriage service.** An announcement to this effect is made prior to the beginning of the service.

Restricting photography allows you, your family and friends to be fully present for this important event, minimizing distractions and ensuring unobstructed sightlines for everyone.

Your wedding photographer may take pictures during the service, without a flash, from behind the wedding guests, so that their movements will not intrude on the marriage service.

You may record your wedding ceremony with one stationary camera and no additional lighting.

Additional time for pictures in the Sanctuary can be booked, subject to availability, at a fee of \$30/hour.

Attendants

We do not have a maximum limit on attendants, but we recommend that you consider the space available at the front of the church when finalising your wedding party.

If you have a Flower Girl and/or a Ring Bearer, it is best that they be at least five years old. While toddlers are adorable, they often do not understand the significance of such occasions and may find it difficult to remain on their best behavior, which can result in unfortunate outbursts or distractions.

Rehearsal

At the rehearsal, everyone involved in the wedding ceremony should be present and on time: the couple, attendants, ushers, parents / anyone accompanying you

down the aisle. (While it is preferable to have everyone there, accommodations can usually be made on a case by case basis if not everyone is able to attend.)

Rehearsals should be scheduled at the church for a day or two before the wedding in the late afternoon or early evening. The rehearsal will take about an hour.

Confetti

Please do not use confetti, rice, etc. in the church or on the grounds. An announcement will be made prior to the wedding ceremony, and we ask that you make it clear to your guests in advance.

Decorations

Our Sanctuary is a charming, historical venue for a wedding. It usually looks best with simple, elegant decoration that allows the beauty of the space to shine through.

You are welcome to decorate the Sanctuary with your own pew-markers/bows, or other tasteful decoration. They can be secured with elastic or ribbon. Tape or clamps are not permitted.

Please remember to assign someone to remove your flowers, candles and pew markers/bows after the service.

Flowers

Please let us know what you will be ordering for flower arrangements, and we would be happy to help you place them in a way that suits the space and maintains good sightlines.

Flower arrangements are typically removed from the church following the wedding, but if you wish to leave flowers in the church to be used during the Sunday worship service, please let us know in advance so that we can acknowledge your gift in the Sunday bulletin.

Candles

Candles are a nice touch for a late afternoon or evening wedding and are often lit by family members.

We can supply two white and brass candelabra upon request (candles not included – please provide good quality dripless standard taper candles).

Legal Requirements

A Marriage License is available through private Registry Offices or through AMA if you are a member. Licences are valid for three months from date of issue.

When applying for the Licence both of you must be present and have proof of identity such as a Birth Certificate, Driver's Licence, Landed Immigrant papers etc. If you are divorced, you must show proof of your divorce. **Your Marriage Licence should be delivered to the Church Office at least two weeks prior to your wedding.**

Under no circumstance can anyone in the wedding party be under the influence of liquor or other drugs at the wedding or at the rehearsal.

Fees

A deposit of \$50 is required with your Application. The deposit may be paid in cash or by cheque or e-transfer. The deposit is non refundable after your first planning meeting with the minister.

The balance of the fees are due two weeks prior to your wedding day. You may pay with separate cheques, or in cash (please provide correct change so that fees can be paid out in the appropriate amounts):

1. Scarboro United Church	\$250
(\$300 minus the \$50 deposit)	
2. Minister	\$325
3. Accompanist	\$200
4. Hostess	\$150
Extra Time in Sanctuary*	\$30/hour
5. AV Equipment (SUC)*	\$100
6. AV Projection Design*	\$50
7. AV Technician*	\$50
Total (incl deposit)	\$975 - \$1,175+

* Optional Expenses

Additional fees may apply for weddings that start significantly late.

Application Form

Please return the "Application for Marriage" form to the Church Office in person, by email:

office@scarborounited.ab.ca or by mail:

134 Scarboro Ave SW, Calgary, Alberta T3C 2H1

Tips for the Wedding Day

1. Couples often have a smoother, more enjoyable day if they are able to plan early and try to keep the ceremony simple.
2. Street parking is available around the church, please watch for posted parking restrictions. There is also a parking lot located down the hill at the back of the church.
3. If you are using a limousine or taxi service please be specific about the location and the time of your wedding. Allow sufficient time for delays/traffic caused by unforeseen circumstances.

Current Scarboro Staff

Ministers:	Rev. Erin Klassen
Music Director:	Liz Paynter
Hostess:	Nancy Leitch
Church Manager:	Laura Maloney

Church Office

403-244-1161

office@scarborounited.ab.ca

Revised September 17, 2019