

# Mill Woods United Church

Celebrating the Covenant  
of Marriage



“And now faith, hope, and love abide, these three;  
and the greatest of these is love.”

*1 Corinthians 13:13*

## Mill Woods United Church

15 Grand Meadow Crescent, Edmonton, AB T6L 1A3

Phone: 463-2202

Minister: Rev. Ian Kellogg

Administrator: Liliana Angel

e-mail: [mwuc1@telus.net](mailto:mwuc1@telus.net)

Website: [www.millwoodsunited.org](http://www.millwoodsunited.org)

Congratulations on your upcoming wedding! The giving and receiving of love in marriage is a key way that we can live out our sacred values and encounter God. When a marriage begins with a church wedding, the congregation takes on the responsibility of supporting the couple. It is on this basis that Mill Woods United Church (MWUC) welcomes your interest in celebrating your marriage within the congregation.

### Commitment of Couple to be Married

Marriage in the church involves deep commitments that include a desire for the blessing of God on the marriage. Every couple being married in the church should realize that they are professing their trust in God as revealed through the life and ministry of Jesus, and are including themselves within the fellowship of Christian people that is the church. Where couples have not had an active church relationship or a meaningful commitment to Christ, this should be a time of decision. If the couple does not see their marriage related to ongoing life in the church, we recommend that they consider the alternative of a civil ceremony not at Mill Woods United Church.

### About this booklet

This booklet is to help guide you through the process of planning your wedding ceremony at Mill Woods United Church. It will take you through the policies and procedures that Mill Woods United Church has regarding wedding services.

Included is an information sheet that will need to be filled out and returned to the church when you have your initial interview with the minister.

## Getting Married at Mill Woods United Church

The minister and facilities of Mill Woods United Church are available for weddings for people regardless of church affiliation. All bookings are handled by the church administrator during regular office hours – see our website for details. The church office is closed on weekends and statutory holidays.

We also recommend that you attend a few of the regular worship services on Sunday mornings at 10:30 a.m. This will give you a chance to see the facilities and the minister conducting an actual service for yourselves.

We do not book weddings earlier than 2 pm on Saturdays as the church is in use on Saturday mornings.

## Guest Ministers

You may wish to have another minister of the United Church or another denomination take part in the ceremony. If so, please ask if the minister at Mill Woods United Church would invite him or her to share in the service. Remuneration for this minister is the responsibility of the couple.

## Booking Your Wedding

Couples inquiring about weddings will first need to make an appointment to meet with the minister. The marriage interview provides an opportunity for the couple and the minister to become acquainted, to discuss wedding plans, to reflect on the meaning and commitment of marriage in the church and to explore some aspects of the couples' relationship. If at the end of the interview either the couple or the minister feels uncomfortable about proceeding, no further action need be taken.

If it is agreed to proceed with the wedding at Mill Woods United Church, you will be asked to contact the church administrator to book your date and time. At the time of booking you will be provided with the name and phone number of a wedding coordinator who will be available to deal with all concerns that arise during the course of wedding arrangements. The wedding coordinator will advise the pianist of your wedding and will provide him/her with your name and phone number. The wedding coordinator will be in attendance at your rehearsal and wedding to help ensure everything runs smoothly.

## Deposit Fee

A deposit fee of \$425 is required to book and hold the date and time for your ceremony. If, for any reason, your ceremony has to be cancelled, \$50 of the deposit is non-refundable. The deposit will be taken off the total cost of your wedding when your payment is due. Please remember that all dates and times are reserved on a first-come first-served basis upon receiving the deposit.

## Fees

\$925.00 - Balance owing after deposit: \$500.00 All fees and honoraria are included in the quoted cost.

Fees are due “in full”: September to June weddings – one month prior to wedding date July and August weddings – June 15. All cheques are to be made out to Mill Woods United Church with current date (no post-dated cheques for wedding date). Cheques will be deposited upon receipt. All cheques can be mailed or dropped off at the office. *The receipt you receive cannot be claimed as a charitable donation as it is payment for services rendered.*

## Marriage Preparation

Couples being married at Mill Woods United Church will be required to meet a minimum of three times with the minister at his/her discretion. The initial interview, a planning meeting (approx. 3 months prior to wedding), and a final meeting (approx. 1 month prior to wedding).

We also suggest that couples attend a Marriage Preparation Course. The recommendation to participate in a marriage preparation course comes from the experience of having almost half of marriages end in divorce. There is no guarantee that a course will make for a good marriage, but we think it is a good investment in time, effort and dollars to give a couple tools for dealing with their ongoing relationship.

There are a variety of courses available – from individual to group sessions. The following are recognized agencies and/or counsellors who offer courses in Marriage Preparation.

The Family Centre  
(780) 423-2831  
[www.the-family-centre.com](http://www.the-family-centre.com)

Cornerstone Counselling Centre  
(780) 482-6215  
[www.cornerstonecounselling.com](http://www.cornerstonecounselling.com)

Community Counselling Centre  
(780) 482-3711  
[www.communitycounsellingcentre.ca](http://www.communitycounsellingcentre.ca)

Gary J. Meiers, JoAnn Hammond-Meiers, & Associates Ltd.  
(780) 433-2269  
[www.drsgaryjoannmeierspsychologists.com](http://www.drsgaryjoannmeierspsychologists.com)

More than friends – video Programme

<https://morethanfriends.live/>

## Marriage License

A marriage license can be obtained from any Registries Agency in Alberta. Each couple is responsible for the cost of the license. A marriage license is valid for ninety days. Please make sure that you don't apply for the license too early as they do expire. Mill Woods United Church is not liable for any marriage licenses that expire before the wedding date. To apply for the license both of you must go down to the registries office. You will need ID such as: birth certificate, driver's license, full names and birthplaces of your parents. The marriage license is to be dropped off at the church office when the final payment for the wedding is due.

## The Wedding Rehearsal

The date and time for your rehearsal will have to be discussed and booked with the minister. Rehearsals may be changed, if the need arises, at the discretion of the minister.

A week or two before your scheduled rehearsal, the church administrator will send out a letter reminding you of the date and time of the rehearsal. We ask that your party be punctual and make sure to bring all necessary items you may need for your rehearsal.

### The Wedding Service

The service is planned in consultation with the minister. We have a Wedding Planning Package that will be given to you at a meeting with the minister approximately 2-3 months before your wedding. Within the package you are given several options for all aspects of the wedding ceremony. The minister will go over the package with you. You may take the package home to plan your own service. The Wedding Planning Package and Wedding Service Format sheet must be brought back and reviewed by the minister and yourselves. An appointment will need to be made to accomplish this.

Mill Woods United Church does not provide or prepare bulletins for your guests. If you desire order of service bulletins they will be your responsibility. Covers can be purchased through Christian bookstores.

### The Wedding Party

Wedding parties can be as large or as small as the couple prefers. Children are welcome to be part of your wedding service although having a child under 5 years of age involved often places undue stress on the child and other members of the wedding party.

### Music

The choice of any music for a wedding service must always be made with respect to appropriateness of text and style giving consideration to the fact that a wedding is a service of worship. Music must be discussed with the pianist. Advice on selections is available.

Outside soloists may be used. A meeting with the pianist is necessary and will be arranged by the pianist. Remuneration for this soloist is the responsibility of the couple.

## About Mill Woods United Church

Our first worship service was held on November 14, 1976. On May 2, 1993 the building was dedicated to the service of God. The sanctuary features movable seating in a deep rose. The walls are soft beige with dark wood trim. The sanctuary seats 270 people.

## Decorating the Church

Mill Woods United Church does not have pews. Special arrangements for seating and for “pew” markers should be discussed with the wedding coordinator in advance of the wedding date. Before ordering decorations please discuss arrangements with the wedding coordinator to ensure appropriateness for the service and the facility. It is your responsibility to provide your own candles and candle holders.

## Photographers, Videographers, etc...

A wedding is a service of worship and, accordingly it is important that a worship environment be maintained by all, including photographers (professional and wedding guests).

- a) Pictures by friends and family are permitted only as the wedding party enters and exits the sanctuary and during the signing of the register. It would be appreciated if a note stating this were included in your service programs.
- b) Pictures by professional photographers must be taken discreetly with the general rule that photography must not distract from the service. No flashes or power winders are permitted and no pictures of any kind during scripture readings, prayers or the wedding vows.
- c) A video camera may be used during the ceremony provided that it is stationary and inconspicuously placed. Artificial light may not be used.

NOTE: The church “loft” may provide a unique perspective for use by professionals or guests (cameras or VCR’s). This is permissible as long as all above considerations are maintained.

## Wedding Reception

If you wish to have the minister attend your reception, please send an invitation to him/her as you do your other guests. The minister will reply accordingly.

## Parking

Mill Woods United Church is conscious of its relationships with its neighbours in the community. It is assumed that those using the services of Mill Woods United Church be equally considerate of these relationships and avoid blocking driveways, parking in front of residences, etc.

## A Final Note

In respect of our church home, please do not consume alcohol on church property. The building is a “No Smoking” facility. Please inform your guests that confetti, rice, rose petals and bird seed are not allowed (a note in your service bulletin is a good way of handling this).

## How to Find Us

Mill Woods United Church is located in the northern end of Mill Woods. We are on 38th Avenue two blocks east of 66th Street.

Coming from the west end take the Whitemud Freeway to the 66th street exit, take the right hand turn off. Proceed south on 66th street to 38th avenue (the first set of lights) and turn left onto 38th avenue. Proceed east on 38th avenue for 2 blocks. The church is on your left hand side.

Coming from the north side of town, take the Wayne Gretzky Drive and continue on 75th street and 66th street (75th street turns into 66th street south of Whitemud Freeway) to 38th avenue. Turn left onto 38th avenue and proceed east for 2 blocks. The church is on your left hand side.

## Conclusion

The minister and congregation of Mill Woods United Church hope that your wedding service will be a worshipful, happy and memorable occasion in your lives. The above arrangements are set out with the intention of making this occasion more meaningful and significant for you.

To book an appointment with the minister, please call the church office at

( 780 ) 463-2202.

# Wedding Information

## Mill Woods United Church

15 Grand Meadow Crescent

Edmonton, Alberta, T6L 1A3

Phone: 463-2202

e-mail: [millwoods.united@telus.net](mailto:millwoods.united@telus.net) Website: [www.millwoodsunited.org](http://www.millwoodsunited.org)

Wedding Date: \_\_\_\_\_

Time: \_\_\_\_\_

Rehearsal Date: \_\_\_\_\_

Time: \_\_\_\_\_

### Basic Information

### Partner 1

### Partner 2

Surname	_____	_____
Given Names	_____	_____
Home Phone Number	_____	_____
Work Phone Number	_____	_____
Address (before marriage)	_____	_____
Postal Code	_____	_____
Email address	_____	_____
Witnesses Name	_____	_____
Witness Address	_____	_____
Postal Code	_____	_____

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(To be completed with the Minister)

Number of Attendants \_\_\_\_\_

Ringbearer \_\_\_\_\_ Age: \_\_\_\_\_

Flowergirl \_\_\_\_\_ Age: \_\_\_\_\_

Candlelighters \_\_\_\_\_

Readers \_\_\_\_\_

Bride walked down aisle by: \_\_\_\_\_

Number of people attending (approximately): \_\_\_\_\_

**Minister's Notes:**

Initial Interview Date: \_\_\_\_\_

Planning Meeting Date: \_\_\_\_\_

Date Wedding Planning Booklet given: \_\_\_\_\_

Final Meeting Date: \_\_\_\_\_

(for office use only)

**Fees:**

		<u>RECEIVED</u>	<u>CARD</u>	<u>DEPOSITED</u>
Church Deposit	\$425.00	_____	_____	_____
Outstanding Fees	\$800.00	_____	_____	_____
TOTAL FEES	\$925.00			

**Pianist:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Coordinator:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Custodian:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

Confirmation/Tentative Wedding letter Sent: \_\_\_\_\_

Payment Due letter Due: \_\_\_\_\_ Sent: \_\_\_\_\_

Rehearsal Confirm letter Due: \_\_\_\_\_ Sent: \_\_\_\_\_