



# *Your Wedding at Old High St Stephen's*

We're glad that you have decided to get married in Church, and wish you every happiness as you prepare for the big day, and God's blessing on your life together in the future.

Our congregation uses two places of worship. The Old High Church is the historic town church of Inverness, the oldest church in the city. St Stephen's is a lovely little church dating from the early part of last century. The buildings are home to a lively congregation, which we invite you to join.

This booklet should help you plan your wedding at either of the two buildings. If you have any questions, please don't hesitate to ask!

1. **First steps** If you would like to be married at The Old High Church or St Stephen's, you must first speak to the Minister, the Rev Peter W Nimmo (contact details below).
2. **The Service**, which lasts around 30 minutes, comes from the Church of Scotland's *Common Order*. Usually the Church is open to all during the services, so please encourage your "evening guests" to come to the Church service, as well as close friends and family, as the Service is the most important part of your wedding day.
3. **Preparation** Marriage is a big step, and it is important to have thought through the implications. Marriage Preparation Classes are held at the Raigmore Hospital Chaplaincy, which the Minister strongly recommends to all intending to be married. In addition, the Minister holds an extra class about the service and its meaning, which, once again, it is strongly recommended you attend. Details of these classes will be given to you by the Minister. It is also a good idea to attend worship regularly. Our two Sunday services are at 10am at St Stephen's Church and at 11.15am at the Old

High Church. We also have evening services, as announced.

4. **Music** Usually two hymns are sung, and you may also wish to select music for the entry and departure of the wedding party. This must be discussed with the Minister in advance of you making any selection. In addition, it is your responsibility to arrange for the church organist- well before the wedding- and to ensure that they are told the music to be played. A contact number for each of our organists is provided below. You can use the hymn books in the church or use a printed Order of Service. There is a sample order of service at the end of this leaflet.
5. **Flowers** are a traditional part of the wedding service. Wedding flowers are normally kept in Church for the Sunday service, and then distributed to the bereaved, housebound or sick of the parish who greatly appreciate them. If you would like to remove some of the flowers yourself, please speak to the Church Officer.

#### 6. Fees and donations

- i. **Organist:** standard fee £40. Please note that an *additional* fee of £40 is payable to the organist if a recording of the ceremony is to be made.
- ii. **Church Officer:** £40.
- iii. **Use of the Church:** There is no fee as such for the use of the Church. Instead, we request that wedding couples make an appropriate donation to the work of the Church. You should make a cheque payable to 'Old High St Stephen's Church'. If you are a tax payer, we ask that you give donations to the Church as Gift Aid. This has the effect of increasing the value of your gift significantly since we can claim back extra money from the Inland Revenue, with no extra cost to yourself. Please return your completed Gift Aid form to the Minister.

*Please bring your fees and donations in separate envelopes to the Wedding Rehearsal.*

1. **Photographs and videos** You can take as many photos as you like on your wedding day, but **photographs may not be taken during the service itself**– please inform your wedding guests and any professional photographer of this

rule. If you appoint a person to be the “official photographer”, whether professional or not, they should make themselves known to the Minister on the day, well before the service begins, and follow his instructions.

**Congregation members must also not use videos during the service.** If you would like a video of your service, this should be done professionally, or by one designated person. You must consult with the Minister well in advance to get permission for this.

2. **Rehearsal** This should be arranged with the Minister. Only those who are in the “wedding party” need be present, i.e. the Bride, Groom, Bridesmaids and Best Man or other legal witnesses, and the Bride’s Father if he is to bring the Bride into the Church. Please bring to the rehearsal:
  - i. The Marriage Schedule
  - ii. Order of Service Sheets
  - iii. Fees for organist and church officer, and donation to the Church (in separate envelopes)
  - iv. Gift Aid Form (if not already handed in)
3. **Law** You must comply with all the requirements of Civil Law. You **must** seek advice from the Inverness Registrar (address below) about the requirements as early as possible, as you need to give the Registrar a certain amount of notice of your intention to get married (if one party has been divorced or is a foreign citizen it is longer.) You **must** obtain from the Registrar a Marriage Schedule (often called “the Licence”.) **On the day of the wedding, the Minister must be in possession of the Schedule, or the ceremony cannot go ahead.** It is best to bring the Schedule along to the Rehearsal the night before. **It is your responsibility to ensure that the duly completed Schedule is returned to the Registrar within three days.** Please appoint someone (e.g. the Best Man or a parent) to do this. The Minister will give them the Schedule as soon as it has been signed.
4. **Changes** You **must** let the Minister, Church Officer and Organist know if either of you change your address or phone number, so that we can contact you if necessary at any time before the marriage. You **must** also contact the Minister if you are considering changing the time or date of the wedding or rehearsal, or we might not be there!

For more information about the church, and the most up-to-date version of this booklet (including current fees), see our Website:

**[www.oldhighststephens.com](http://www.oldhighststephens.com)**

Useful contacts

**Minister**

The Reverend Peter W Nimmo, 24 Damfield Road, Inverness  
IV2 3HU

Tel. 01463 250 802 E-mail [peternimmo@minister.com](mailto:peternimmo@minister.com)

**Organists**

Old High: Rena Beaton – 01463 242985

St Stephen's: Ron Stevenson – 01463 714984

**Church Officer** – for access to the Church buildings please contact the Minister.

**Inverness Registry Office:** Moray House, 16-18 Bank Street,  
Inverness IV3 8PL Tel.: 01463 239 792

***SAMPLE ORDER OF SERVICE***

Entrance of the Bride [and Groom]  
(include here the music to be played)

Call to Worship

First Hymn

(include here the text of the hymn)

The Meaning of Marriage

Prayers

The Vows

Giving and Receiving of Ring[s]

Declaration of Marriage

Marriage Blessing

Scripture Lesson[s]

Address

Prayers

Second Hymn

(include here the text of the hymn)

Blessing

Signing of the Schedule

(if you have chosen music for this, include here the music to be played)

Departure of the Bride and the Groom

(include here the music to be played)

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