

**INTRODUCTORY INFORMATION
ABOUT WEDDINGS AT FIRST PARISH IN CONCORD**

We are delighted that you are considering having your wedding at First Parish in Concord, and we will do everything we can to assist you. We hope the following information will be helpful as you begin to plan your wedding.

- ❖ If you haven't already, contact the church office to make certain that the church will be available on the date you wish. The office number is (978) 369-9602 or you may write to FPCConcord@firstparish.org.
- ❖ Complete and return the Wedding Information and Application Form, with your \$75 application fee. Receipt of the application confirms your date in the First Parish calendar.
- ❖
- ❖ Confirm your wedding date with the minister and make an appointment to discuss your wedding plans and the ceremony itself.
- ❖ If the minister so advises, please contact our wedding coordinator, Wendy Walker, at (781) 235-2408, to discuss the logistics of your ceremony. Her job description follows.
- ❖ Eric Huenneke is the First Parish organist. He will be happy to discuss the music for your service, including possible soloists or other instrumentalists. Eric's phone number is (617) 576-1331, and he may also be reached at organ777@juno.com.
- ❖ You may apply for a marriage license in Massachusetts from the nearest town or city hall sixty days before the wedding date. Check with them about the requirements for blood tests.
- ❖ The license and all fees must be delivered to the minister or the wedding coordinator at the rehearsal. A list of fees follows.
- ❖ Wedding rehearsals are usually held the evening before the wedding, and are scheduled with the minister and the wedding coordinator. Be sure to allow one hour for your rehearsal, and encourage all participants to be present. [If your party is more than half an hour late, the rehearsal will be cancelled.]
- ❖ During the wedding service, photographers/videographers must remain stationary at the rear of the Sanctuary, or in the balcony, and only flashless photos may be taken. Flash photos/videos may be taken during the processional and recessional. Photography sessions in the meeting house following the wedding must be scheduled with the wedding coordinator.
- ❖ You are welcome to hold your receiving line at the church, to be scheduled with the wedding coordinator. Please note: if photo sessions or the receiving line exceed the two hours paid for the sexton's presence, additional charges will accrue.
- ❖ The minister or the wedding coordinator will be able to answer questions you may have in regard to our guidelines, policies and procedures for weddings at First Parish in Concord.