

MARRIAGE CARE COMMITTEE

GUIDEBOOK

for

Sandy Spring Monthly Meeting of the

Religious Society of Friends



The Sandy Spring Friends Meeting House

Updated Fifth Month 2011
By the Marriage & Family Relations Committee
Sandy Spring Monthly Meeting
17715 Meeting House Road
Sandy Spring, MD 20860
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SANDY SPRING MONTHLY MEETING
of the Religious Society of Friends
Responsibilities of Marriage Care Committees

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I. Marriage Under the Care of the Meeting - An Overview

For Friends, the process of “being married under the care of the Meeting” is important and substantive. It requires 5 - 6 month's time for reflection and prayerful consideration, and is a significant part of creating strong bonds of marriage and community. This process, along with providing care and nurture for the couple throughout their life together, can be a rich and rewarding expression of our Quaker Faith and Practice for the couple and the meeting members and attenders.

When a couple is married under the care of a Friends Meeting, partnerships are created between the couple themselves, and between the couple and the Meeting community. In those partnerships they will receive resources and accept responsibilities, and thus will both the couple and the community be enriched. It is the job of the Marriage & Family Relations (M&FR) Committee to be sure those expectations and benefits are understood by the couple. When the M&FR Committee is clear that the Meeting should enter into this partnership with this couple, they recommend to the monthly Meeting for Worship with a Concern for Business that the couple be married under the Meeting's care. The Meeting community is given a month to ponder this care and all it involves, and either give or deny their approval at a second Meeting for Worship With a Concern for Business. When approval is given at that second Business Meeting, a Marriage Care Committee is named. The responsibilities of that committee are laid out in this Guidebook.

For more information on the process of being married under the care of Sandy Spring Monthly Meeting, see the booklet "Procedures for Marriage under the Care of Sandy Spring Monthly Meeting." This booklet is available from the Marriage & Family Relations Committee. Consult the Meeting's web site (www.sandyspring.org) for additional copies of this booklet and other information relevant to Marriage under the Care of Sandy Spring Monthly Meeting.

II. Ceremonies of Commitment

The Meeting's responsibilities for Ceremonies of Commitment are consistent with those for Marriages Under the Care of the Meeting, with one exception: no marriage license is required. A couple who asks to make a "Commitment Under the Care of the Meeting" wishes to sanction and strengthen their promises to each other by publicly holding themselves accountable to God and the Meeting community, thus enlisting the guidance and support of the larger Meeting community. The same clearness and approval process, the same Care process should be practiced for a Ceremony of Commitment. The couple makes commitments to each other and to the community just as in a legal marriage, but for one or more reasons does not involve the civil government in the process.

See sample certificate in the Appendix

III. Marriage Affirmation & Recommitments

Marriage Affirmation

At times, couples wish to affirm legal promises of marriage to each other that were made at an earlier time and/or in a different place. In those situations, an informal Care Committee may be requested by the couple, but the affirmation is not done "under the care of the Meeting" and does not require approval by the Monthly Meeting for Worship With a Concern for Business. The Business Meeting is not required to approve the Care Committee. However, the couple should proceed through the same channels to reserve the Meeting House and/or the Community House. They should also feel free to bring their request to the larger Meeting community, and the Marriage & Family Relations Committee encourages the community to join in this celebration with support, congratulations, and encouragement.

Marriage Re-commitment and Celebrations

Other couples may wish to re-commit to each other and/or re-affirm their marriage vows at some point in their relationship. If a couple desires to be taken under the care of the Meeting, the Marriage and Family Relations Committee will work with the couple to adapt these procedures to their specific situation.

If a couple wishes to re-commit and celebrate a milestone without being taken “under the care of the Meeting”, the Marriage and Family Relations Committee will meet with the couple for clearness and possible care. This situation will not need approval by the Meeting for Worship With a Concern for Business. Marriage & Family Relations Committee encourages the community to join in this celebration with support, congratulations, and encouragement.

See sample certificate in Appendix

IV. Responsibilities of Marriage Care Committees

Service on a Marriage Care Committee is a joyful, meaningful experience. You and your fellow committee members will play an important part in one of the most significant events in a person's life. At the same time, this service is not a heavy burden. Weddings are filled with detail. The number of details we provide in this guide may appear overwhelming, but they are the pieces that experience indicates need to be addressed. Many items are simple common sense; other items provide information that you may need at short notice, when no one is around.

Each Care Committee is responsible for helping the couple with planning their wedding, including arranging the logistics and providing spiritual support, and generally seeing that the marriage ceremony takes place in good order.

Committee members should convey the Meeting's and their own loving concern for the couple. This concern extends beyond the ceremony itself. Committee members should remain available to the couple throughout their marriage, reaching out to the couple to be present with them through both joys and difficulties they will experience. Annual anniversary gatherings for the Care Committee, encouraging participation in an ongoing couple enrichment group, sending anniversary cards, periodic worship and social opportunities are just some of the ways Care Committees can carry out this responsibility.

Committee members are advised to read or review the booklet "Procedure for Marriage under the Care of Sandy Spring Monthly Meeting" to prepare for their role in the marriage. They also can use the checklist that is included in the Appendix of this handbook. It is essential that committee members review these

points and meet with the couple more than once before the rehearsal. It is also helpful for the couple and the Care Committee to attend another couple's wedding before the plans for this wedding are finalized.

The suggestions in this document list a number of tasks that must be performed by the couple and the Care Committee. The Committee may divide these tasks as it sees fit, but a committee member must confirm that they get done in a timely manner.

A. Pre Wedding

1. Invitations

Wedding invitations or announcements may be sent as soon as the Monthly Meeting has approved the second reading of the marriage request. **Please do not send invitations prior to the Monthly Meeting's approval.** Samples of invitations are included in the Appendix to this booklet, and more are available from the Marriage & Family Relations Committee. Normally invitations are sent 4 - 6 weeks prior to the wedding. Maps to the Meeting House are often included with invitations. A sample map is included in the Appendix.

When marrying Under the Care of the Meeting, an open invitation is extended to the Meeting community as a whole. This often occurs by reading the formal invitation aloud at the rise of Meeting for Worship for a few weeks prior to the wedding. Also, a copy of the invitation wording may be included in the Monthly Meeting newsletter. It is helpful if the couple gives an invitation to the Clerk of the Meeting.

2. Marriage Vows

The traditional Friends marriage vows are as follows:

*"In the presence of God and these, our friends, I take thee, _____
to be my husband/wife, promising, with Divine assistance to be unto thee a
loving and faithful wife/husband, as long as we both shall live."*

The Care Committee should have available a copy of the traditional vows to give to the couple early in the clearness process. (See Guidebook pocket.)

Some couples write their own promises, some add to the traditional vows. If the couple decides to speak vows different from the traditional ones, the Care Committee should ask to be given a written copy of the intended vows in advance of the wedding and discuss them with the couple. The marriage certificate should contain the same wording as the spoken promises; therefore a written copy of the vows as they will be spoken should be given to the calligrapher well in advance of the wedding date. In the Appendix are examples of certificates with both traditional vows and individually written vows.

3. Marriage Certificate

The certificate reflects the vows exchanged by the couple. The couple may revise the vows from the standard form, but the committee should review and approve such changes, and then ensure that the certificate reflects the vows as revised. The certificate can be done by hand or a partially printed form can be ordered from Friends General Conference Bookstore in Philadelphia. The couple should be sure to order the certificate in time to receive it and have the appropriate portions written by hand before the marriage ceremony. Marriage & Family Relations Committee members can provide names of calligraphers.

Copies of sample certificates and information for ordering pre-printed certificates are included in the Appendix. Certificates are usually made of parchment quality paper. The Clerk of the Care Committee should check the wording of the certificate.

The couple signs the certificate during the wedding. If either member of the couple is changing their name, signatures on the certificate should reflect the new names. The certificate is then read aloud during the ceremony, using the new names. After the marriage ceremony, everyone who attends, including children, should sign the certificate. Covered weights to stabilize the certificate on the signing table are stored on the bookshelves or closet under the north stairs at the back of the Meeting House. It is helpful if a sheet of clean paper is placed right below where a person is to sign to prevent the certificate from being soiled. A special pen with permanent blue or black ink should be used. If you need help providing such a pen, see a member of the M&FR Committee. If it is expected that more guests will be present than there are spaces to sign at the bottom of the certificate, then a second sheet of parchment-type paper matching the certificate should be provided with lines for signatures drawn in pencil. (These pencil lines,

usually drawn by the calligrapher, may be erased before copies are made and the certificate is framed.)

It is the Care Committee's responsibility to designate one of its members to remain with the certificate at all times, to be sure that it is signed neatly and properly, and then to see that after the wedding copies are made for permanent records. The copies should be no larger than 8 1/2 inches x 14 inches. One copy must be delivered to the Meeting Office within one month after the wedding. The couple usually appreciates having a smaller copy as well. If you need help with getting a reduced-size copy of the certificate, see a member of the Marriage & Family Relations Committee for suggestions. The cost of the copy of the certificate for the Meeting can be born by the Marriage and Family Relations Committee.

4. Marriage License

For every marriage that takes place in Montgomery County, MD, regardless of where the couple lives, the marriage license must be obtained from the Montgomery County government, Rockville, Maryland. If the marriage will take place elsewhere, the marriage license must be obtained from the jurisdiction in which it will take place. If the wedding is an affirmation of a previously licensed union, then a second license is not necessary.

In Montgomery County, both members of the couple must be at least 18 years old. No blood test is required. At least one of the couple must go in person to obtain the license. That person must provide:

- Identification for both individuals, which can be a driver's license, birth certificate, Social Security card, military identification or passport. (A non-citizen can use his/her green card from the Immigration & Naturalization Service.)
- Social Security numbers for both.
- Cash or check is preferred to pay the \$55 fee (as of 5/2011). Checks are made payable to the "Clerk of the Circuit Court." Credit cards are accepted with the exception of American Express.
- The couple should deliver the license to the Care Committee before the wedding.

The marriage license is valid for 6 months. The couple can pick up the license 48 hours after the application. The county will hold the license for 90

days. However, if the couple does not pick up the license within those 90 days, the couple will have to reapply and pay the fee again. More information can be found on www.montgomerycountymd.gov with a search for Marriage License or you can call 240-777-9460.

5. Other Legal Matters

The Care Committee should advise the couple on other legal changes that may be necessary following marriage. If there are name changes, or if an address change is happening, the Social Security Administration and the Motor Vehicle Administration must be contacted to update identification and contact procedures.

6. Meeting House Reservation

The Meeting House, for both the wedding and rehearsal, is reserved through the Meeting Office. The couple should contact the Meeting Secretary directly to make the reservation. S/He will communicate with the Clerk of the Care Committee. The Care Committee should confirm that this has been done, and be sure that a separate reservation is made for the rehearsal.

7. Community House Reservation

The Community House may be reserved for the use of restrooms or as a place for the couple to prepare for the marriage ceremony or for the reception afterward. It may be reserved by contacting the Meeting Secretary. Contact information for this person can be obtained from the Marriage and Family Relations Committee or the Meeting Secretary. **There is a charge for use of the Community House.**

There are suggested guidelines for Community House use. Note that no smoking is allowed in the Community House or Meeting House, and that no alcohol may be served anywhere on Meeting property. If the reception is planned for the Community House, the Care Committee should make sure the couple is aware of these guidelines for Community House use.

8. Flowers

If the couple wants the wedding flowers left for the next Meeting for Worship, the Care Committee should notify the Meeting Office.

B. Wedding

1. Rehearsal

It is prudent for all concerned to hold a rehearsal the day or two before the marriage. This may ease the minds of the couple, family members and Care Committee members about their respective roles in the Meeting for Worship With a Concern for Marriage. In addition, at this time the Care Committee can be sure to obtain the license and certificate, and confirm that someone is assigned to handle all the tasks involved. The following items should be rehearsed:

- Order of ceremony, use of music, etc.
- Entry into Meeting House and seating.
- Welcome by a member of the Care Committee.
- Reciting of vows.
- Movement of certificate to a position in front of the bride and groom for their signature during the wedding.
- Reading of the certificate.
- "Breaking" the Meeting for Worship.
- Walking out of the Meeting House.
- Signatures of the Care Committee.
- Placement of the certificate for signatures of attenders after the wedding.
- Arrangements for the receiving line at the Meeting House or Community House.

Several members of the Meeting are generally available to open the Meeting House and Community House for rehearsals and weddings. If keys are not readily available, the Care Committee should contact the Meeting Office.

2. Introductory Statement

It is useful to have a Care Committee member or other experienced Friend make an introductory statement at the beginning of the Meeting for Worship for Marriage, particularly for the many non-Friends who may be attending the ceremony. This statement generally explains the nature and procedures for the wedding. Sample statements are included in the Appendix.

Similarly, a member of the Care Committee or other experienced Friend may be assigned to "break meeting."

3. Photos, Audio & Video Recording

Marriage ceremonies take place during a Meeting for Worship. Sandy Spring Monthly Meeting believes such meetings should not be recorded by any technological means. Therefore, photographs or audio or video recordings may only be done before or after the marriage ceremony itself. The couple and family members may pose for photos in the Meeting House or Community House before or after the Meeting for Worship for Marriage. This policy should be conveyed in the introductory statement.

4. Parking

Avoid parking on the grass, especially the oval in front of the Meeting House. There is extra parking on weekends and evenings at the old Montgomery Mutual Insurance Company parking lot and the Sandy Spring Bank parking lot. Depending on time, please confirm with the Sandy Spring Bank. It is useful to designate people to direct parking, especially if a large crowd is expected. "Detour" signs are available under the north stairs of the Meeting House if necessary. Be sure to leave room for vehicles of the local residents further down Meeting House Road to get through. If snow is expected, the Care Committee should ensure that the plowing will be done. Specifics regarding this provision can be arranged through the Meeting Office.

5. Seating

The couple usually sits on the facing bench, with their parents and family members across from them. The Care Committee usually sits behind the couple. It may be useful to designate these benches with ribbon, and to have ushers help people find their proper seats. At the appropriate time, ushers

and any bride's attendants may be seated on either side of the couple on the facing bench.

6. Benches

If the Meeting House benches are to be moved, make a diagram of their original placement and be sure they are returned to their original locations after the marriage ceremony. Note that each bench is specifically numbered. Assign committee members/others to this task before the wedding, and confirm that it has been done before leaving.

7. Clock

If the couple wants the clock in the meeting room to work during the ceremony, contact the Meeting Office for information on winding the clock.

8. Keys

Keys for the Meeting House and the Community House can be borrowed from the Meeting Office. The key to the Meeting House door also works for the Meeting House restrooms. Be sure the doors are locked and the keys returned after the wedding.

9. Closing

Put everything back the way you found it. If the Community House has been used, confirm that the dishes have been washed and put away, the floor swept, vacuumed, and washed if necessary, and the garbage taken outside behind the kitchen, with clean garbage bags in all the garbage cans. Confirm that water is not left running anywhere in or around the building, and all windows and outside doors have been closed and locked. Directions for setting and re-setting thermostats in the Meeting and Community House are provided above and below the thermostats.

C. Post Wedding

1. License Processing

After the ceremony, the Clerk of the Care Committee signs the license. One copy is given to the couple, one is given to the Meeting Recorder for the Meeting's permanent records, and one is mailed back to the License Department within five days. Copies of the license cost \$5.50 and can be requested by mail or in person, once the signed license is received by the License Department. The Meeting will cover the cost for the license sent to the Meeting Office. **The Care Committee must be sure that the copy for the county is delivered immediately or the county may charge a fine.**

2. Reporting the Wedding to Business Meeting

Designate a member of the Care Committee to attend the next Meeting for Worship with a Concern for Business to report that the wedding took place.

3. Remember, this relationship does not end with the wedding reception or even with the details of the marriage license.

We recommend that the Care Committee engage in periodic communication with the couple, provide resources for education and enrichment throughout their life together, and in consultation with the couple, convene a Clearness process for the couple and/or their family if they are struggling with difficult decisions, stressors, or threats to maintaining their covenant with each other.

See appendix for list of resources to provide to couples.

And finally – this is a joyous occasion – may the Blessings you will all experience enrich and deepen your Spiritual lives.

APPENDICES

MARRIAGE LICENSE PROCEDURE for Montgomery County, MD

To obtain a Friends marriage license in Montgomery County, MD, call the Montgomery County Circuit Court License Department at 240-777-9460. Ask for a marriage license for Quakers, or The Religious Society of Friends. (You must be specific about this because a Friends marriage license is different from one which licenses a marriage performed by a member of the clergy.)

In Montgomery County, both members of the couple must be at least 18 years old. No blood test is required. At least one of the couple must go in person to obtain the license. That person must provide:

- Identification for both individuals, which can be a driver's license, birth certificate, Social Security card, military identification or passport. (A non-citizen can use his/her green card from the Immigration & Naturalization Service.)
- Social Security numbers for both.
 - Cash or check is preferred for \$55 (as of 5/2011). Checks are made payable to the "Clerk of the Circuit Court". Credit cards are accepted with the exception of American Express.
- Checks should be made out to Mon

The Circuit Court offices are located at 50 Maryland Avenue, in Rockville. Check the website for updated or additional information www.montgomerycountymd.gov and search for Marriage License.

COMPLETING THE MARRIAGE CERTIFICATE

Shown below in *bold italic type* are examples of the information which must be filled in by your calligrapher.

Whereas *Leland Arthur Jenkins, of Zanesville, County of Muskingum, and State of Ohio, son of Lyman Todd Jenkins and Ora Florence Jenkins (deceased) of Bristol Township, Morgan County and Eleanor Finley Tannebill, of Zanesville, County of Muskingum, and State of Ohio, daughter of Perley Howard Tannebill and Helen Train Tannebill of Zanesville, Ohio having declared their intentions of marriage with each other to Providence Monthly Meeting of the Religious Society of Friends held at Media, Pennsylvania, their proposed marriage was allowed by that Meeting.*

Now, this is to certify that for the accomplishment of their marriage this *seventh* day of the *eighth* month of the year of our Lord, *one thousand nine hundred and ninety*, they, *Leland Arthur Jenkins and Eleanor Finley Tannabill*, appeared in a meeting for worship of the Religious Society of Friends held at *Providence Friends Meeting House, Media, Pennsylvania* and *Leland Arthur Jenkins* taking *Eleanor Finley Tannabill* by the hand, did, on this solemn occasion, declare that he took her to be his wife, promising with Divine assistance to be unto her a loving and faithful husband so long as they both shall live.

And, in the same assembly, *Eleanor Finlay Tannebill* did in like manner declare that she took him to be her husband, promising with Divine assistance to be unto him a loving and faithful wife as long as they both shall live.

And then they, *Leland Arthur Jenkins* and *Eleanor Finley Tannebill* as further confirmation thereof, to this certificate set their hands.

Leland Arthur Jenkins (signature) Eleanor Tannebill Jenkins (signature)

And we, having been present at the marriage, have as witnesses hereunto set our hands.

Witness signature	witness signature	witness signature
Witness signature	witness signature	witness signature
Witness signature	witness signature	witness signature

(Calligrapher draws as many signature lines as the bride and groom instruct.)

MARRIAGE CERTIFICATE ORDERING PROCEDURES

To order a marriage certificate from Friends General Conference (FGC), contact the Publications Program at Friends General Conference, Religious Society of Friends, 1216 Arch Street, Philadelphia, PA 19107, telephone (215) 561-1700 or (800) 966-4556 or through the web site (www.quakerbooks.org). Search under Marriage for the following options.

Some options for ordering are:

pre-printed certificate (see wording on the web)

copies of the flyers:

A Quaker Marriage, Philadelphia Yearly Meeting, Cost .35

Friends and Weddings (FGC), Cost .75

Marriage Certificate Example (Marriage Certificate entirely by calligrapher)

Whereas

(personal data here)

Now this is to certify that for the accomplishment of their marriage this _____ day of the _____ month, in the year of our Lord, two thousand and _____, they, _____ and _____ appeared in a meeting for worship of the Religious Society of Friends held at _____ And _____, taking _____ by the hand, did, on this solemn occasion, declare that he took her to be his wife, promising with Divine assistance to be unto her a loving and faithful husband so long as they both shall live.

And, in the same assembly, _____, taking by the hand _____ did, in like manner declare that she took him to be her husband, promising with Divine assistance to be unto him a loving and faithful wife as long as they both shall live.

And then they, as further confirmation thereof, to this certificate set their hands.

And we, having been present at the marriage, have as witnesses hereunto set our hands.

(Marriage Care Committee signatures)

(Guest signatures below)

Ceremony of Commitment Certificate Sample

CERTIFICATE OF COMMITMENT

May it be proclaimed that on this third day of the sixth month in the year of our Lord 2000, under the care of the Sandy Spring Monthly Meeting of the Religious Society of Friends in a Meeting for Worship held in the Meeting House, Sandy Spring, Maryland, Laurence Edward Strong and Jeanne Kallmeyer Snyder joined in a life-long commitment to each other.

On this joyous occasion, Laurence taking Jeanne by the hand, declared that he took her to be his life-long companion, promising with divine assistance to be loving and faithful as long as they both shall live, and then in like manner Jeanne declared that she took Laurence to be her life-long companion promising with divine assistance to be loving and faithful as long as they both shall live.

As further confirmation of their commitment each one signed this certificate.

We being present on this occasion signed our names as witnesses of the commitment and in celebration of the event.

I take you (thee) to be my life-long companion and promise with divine assistance to be loving and faithful as long as we both shall live.

Recommitment Ceremony Certificate Sample

Whereas Joan Dyer Liversidge and Richard Constable Liversidge of Columbia, Maryland, having been married twenty-five years, declared their intention to recommit their lives to one another and to place their marriage under the care of Sandy Spring Monthly Meeting of the Religious Society of Friends, the recommitment and care for their marriage was embraced by that Meeting.

Now this certifies that for the accomplishment of their intentions on this 2nd day of the Ninth month, in the year of our Lord 2006, they appeared in a meeting for worship of the Religious Society of Friends held at Sandy Spring, Maryland, and each taking the other by the hand, did affirm before God, the sanctity of that marriage, and did promise to continue, with Divine Assistance, as loving and faithful companions as long as they both shall live. And, moreover, they set their hands to this certificate as further confirmation thereof.

And we, having been present at the aforesaid meeting for worship, have as witnesses hereunto set our hands.

Wedding Invitation Samples

Mr. And Mrs. Richard Halliday Woodward

request the honor of your presence

at the marriage of their daughter

Jocelyn

to

Mr. William Eugene Shotts

on Saturday the ninth of September

Nineteen hundred and fifty

at eight o'clock in the evening

Friends Meeting House

Sandy Spring, Maryland

Reception

Immediately following the ceremony

Community House

M_____

*John and Margaret Fogarty
announce the marriage of their daughter*

Barbara Engle

to

James Edward Hojenski

on Sunday, the Fourteenth of March

Nineteen Hundred and Ninety Three

at Two O'Clock

Friends Meeting House

Sandy Spring, Maryland

John and Margaret Fogarty

Request the honor of your presence

at a Meeting for Worship

to witness the Marriage of their daughter

Barbara Engle

to

James Edward Hojenski

on Sunday, the Fourteenth of March

Nineteen Hundred and Ninety Three

at Two O'Clock

Friends Meeting House

Sandy Spring, Maryland

Katherine Little Fullerton

and

Eric Albert Armour

request the honour of your presence

at their marriage

Saturday, the ninth of November

Two thousand and two

at one o'clock

Stony Brook Meeting House

470 Quaker Road

Princeton, New Jersey

Reception

following the Meeting for Worship

at two-thirty in the afternoon

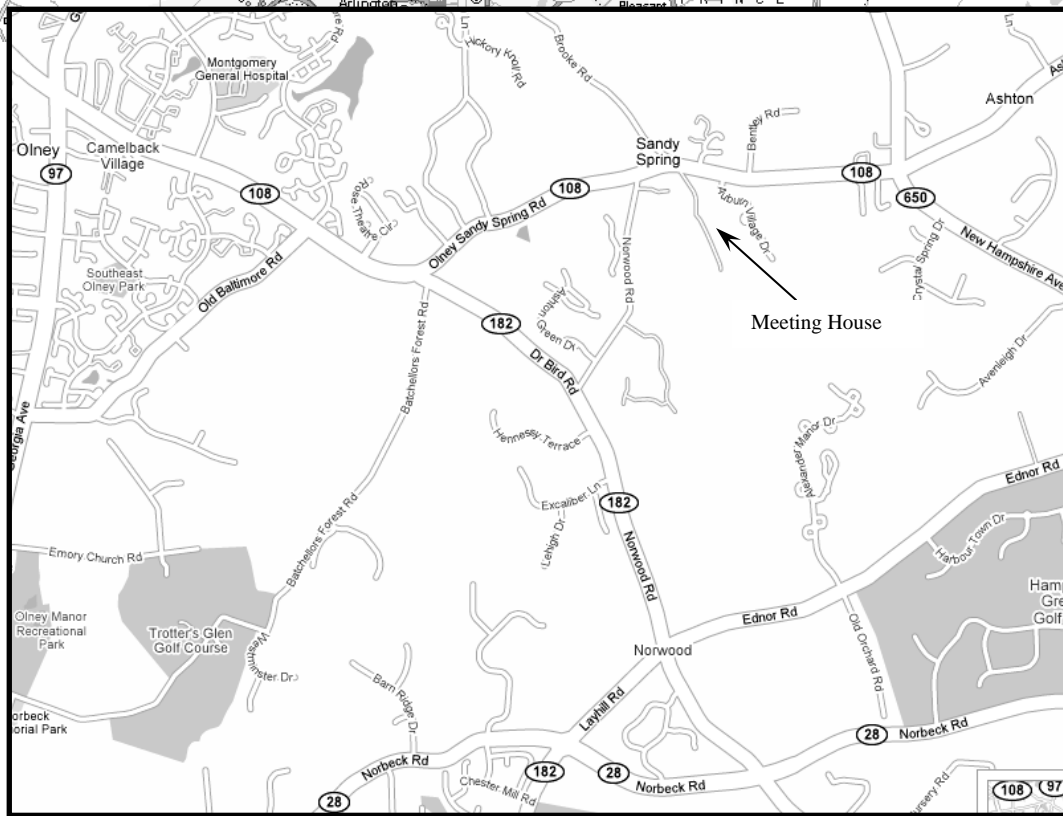
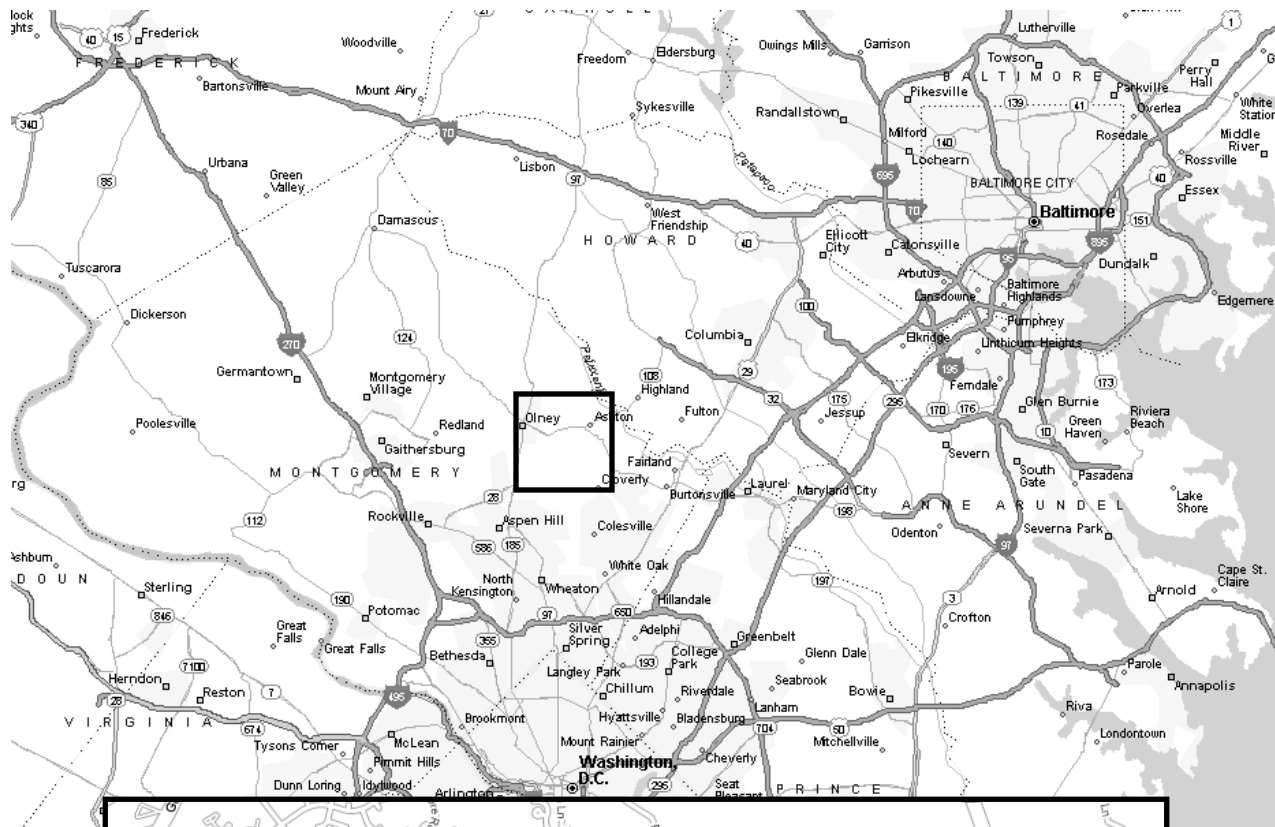
Nassau Inn

Ten Palmer Square

Princeton, New Jersey

Semi-formal attire

Maps of Sandy Spring Area



Samples of Wedding Introduction Flyers

“In the presence of God and these our friends...”

You are about to witness and participate in a marriage after the manner of Friends. Marriage has always been regarded by Friends as a religious covenant, made in the presence of God, witnessed by friends and invested with deep spiritual meaning.

The wedding itself is a meeting for worship, within which the marriage takes place. The couple enter and take their place on the facing bench. A period of worship follows in which we open our hearts to God. The couple rise, taking each other by the hand, and make their promises. "In the presence of God and these our friends, I take thee to be my wife/husband, promising with Divine assistance to be unto thee a loving and faithful husband/wife as long as we both shall live." They give themselves to each other. No third person pronounces them husband and wife because Friends believe God alone can create such a union and give it significance.

Following this they will sign the marriage certificate, which will then be read aloud. The meeting will continue in silent waiting upon God, while those assembled share in the worship through prayer and meditation or through spoken messages. Members of the Care Committee and all other guests will then sign the marriage certificate as witnesses to the marriage.

Wedding Welcome Speech Examples

Meeting for Worship for the marriage of

Ellen Elizabeth Marks Lippman
and
Michael Allan Cronin

This afternoon we gather together in the manner of Friends, for meeting for worship and the marriage of

Ellen Elizabeth Marks Lippman
and
Michael Allan Cronin

Friends gather in silence believing that, that of God in each of us will lead to a direct and immediate experience of His will.

During the worship Ellen and Michael will rise and take each other by the hand, make their promises to one another before God, their families and friends. They will then sign their names to the marriage certificate and Michael's sister Susan Cronin Barlow will read it aloud.

As the meeting settles back into the silence let us all hold Ellen and Michael in the Light. Out of the silent worship family and Friends may be lead to give spoken messages. Brief and simple messages serve well and silence between allows time for others to dwell on their meaning and perhaps build upon it.

Meeting for worship is concluded after approximately an hour when I turn and shake the hand of the Friend next to me thus signaling others to greet their neighbors like wise. At the rise of Meeting the families, Committee and all assembled, having been present at the marriage will as witnesses, sign the certificate.

A wedding under the care of the Society of Friends takes place within the Meeting for Worship. This meeting has been specially called to celebrate the marriage of _____ and _____

We will begin with a period of silent worship.

When _____ and _____ choose, they will repeat their vows to each other in our presence. Their marriage certificate will then be signed by them and read aloud to us.

Thereafter the Meeting for Worship proceeds without announcement or prearrangement. Any present who are so moved may share in the meeting by voicing their prayers, thoughts, or other messages on this solemn and happy occasion.

The close, or rise, of the Meeting is reached when designated members of the Care committee shake hands. We then each shake the hands of those around us.

After the Care committee and the family have signed the marriage certificate, all those present are expected to sign the certificate as witnesses to the marriage.

We do request that there be no photographs taken during the Meeting for Worship.

Worksheet for Marriage & Family Relations Committee

(to be completed before this Guidebook is given to the Care Committee)

Bride: _____

Letter Date: _____

Groom: _____

Interview Date: _____

Wedding Date: _____

_____ Date request letter is received by M&FR Committee

_____ Dates booklets ("Procedures" and "Care Committee Guidebook") &
letter of interview confirmation sent

_____ Date and those Present at Interview:

_____ 1st Reading in Mtg. for Bus.

_____ Care Committee chosen (As members are contacted and approved, note names below.)

_____ 2nd Reading in Mtg. for Bus.

_____ Marriage Under the Care of the Meeting APPROVED

_____ Rehearsal planned and scheduled

_____ Meeting House reserved for rehearsal and wedding

_____ Community House reserved for rehearsal and wedding (optional)

Care Committee:

Convener: _____

Members: _____

Notes:

Checklist for Marriage Care Committee for Preparation and Follow-up

- Arrangements have been made for the entire Care Committee to meet with the couple at least once before the rehearsal.
Date & Time: _____
- The Meeting House & Community House (optional) have been reserved for the wedding, reception (if applicable), and rehearsal. The Meeting Secretary (at 301-774-9792, office@sandyspring.org) can provide names and addresses/phone numbers for the appropriate individuals to contact for reservations.
- The Committee has received the wedding certificate and an appropriate pen, using permanent ink, at or before the rehearsal.
- _____ will read the certificate at the wedding.
- _____ will see that the certificate is signed properly and photocopied, and a copy delivered to the Meeting Office.
- The Committee has received the marriage license at or before the rehearsal.
- _____ will sign the license for the Committee and see that copies are mailed to the county marriage office and to the Meeting Office.
- Ushers & Greeters have been identified and know their duties. Any handouts to be given at the door have been prepared.
- _____ will make the introductory statement at the wedding.
- _____ will "break meeting." (It is usually better if the person designated for this responsibility is NOT a family member or close friend of the bride or groom.)
- _____ will stand at the car entrance to the Meeting property to help with parking.
- The couple has arranged to have a reception line at the Meeting House or as part of the reception at the Community House.
- Arrangements have been made to take care of flowers following the wedding, either to have them removed, or if they are to be left for the next Meeting for Worship, the appropriate person has been contacted to avoid the preparation of duplicate flower arrangements.
- _____ will see that cleaning is done, and that benches and other furniture, etc. are back in order in both Meeting House and Community House ASAP following the wedding, or before the next scheduled event, whichever is sooner.
- _____ will report the wedding to the next monthly Meeting for Worship With a Concern for Business.

Wedding Party Names, Phone Numbers & E-mail

BRIDE

Bride's Parents

Attendants

Committee of Care

Introduction Speaker

Table Movers

Responsible for Certificate

GROOM

Groom's Parents

Ushers

Certificate Reader

NOTES