

## Wedding Services in Lincoln's Inn Chapel

The Chapel is only licensed for weddings with the authorised Church of England form of service and a Church of England clergy person.

Because it is a private Chapel, a special licence is required for those wishing to be married in the Chapel. One of the conditions of this licence, obtained from the Office of the Archbishop of Canterbury, is that either the bride or bridegroom should be able to show a reasonable connection to the Inn and its Chapel, subject to the discretion of the Treasurer and Preacher.



### Service

All details of the service should be arranged with the Preacher. Please contact The Venerable Dr Sheila Watson ([preacher@lincolnsinn.org.uk](mailto:preacher@lincolnsinn.org.uk)).

The choice of hymns and music should be made in consultation with the Preacher and the Director of Music, both of whom will be pleased to make suggestions.

The Director of Music is Nicholas Shaw, who should be consulted in the first instance regarding all musical requirements for the service. He may be contacted on 07957 597160 or by email at [nick.shaw@lincolnsinn.org.uk](mailto:nick.shaw@lincolnsinn.org.uk).

### Permission from the Treasurer

If you would like to go ahead, please write to the Treasurer of Lincoln's Inn:

Until 10 January 2019: The Rt Hon Lord Justice Patten,  
From 11 January 2019: The Rt Hon Lord Justice McCombe

c/o The Treasury Office, Lincoln's Inn, WC2A 3TL;

formally requesting permission to allow you to marry in the Chapel, and giving the name of your fiancé(e) and the date agreed with the Preacher.

This permission is usually granted and we will confirm this to you in writing as soon as possible.

## Special Licence

An Archbishop's Licence is required for all weddings in the Chapel; it is valid for three months, though the application for it should be made as soon as the date has been decided.

Application should be made to:

The Registrar  
Archbishop of Canterbury's Faculty Office  
1 The Sanctuary  
Westminster  
London SW1P 3JT

Telephone: 020 7222 5381 (extension: 7262)

More information is available from their website:

<http://www.facultyoffice.org.uk/special-licences/application-process-and-request-a-form/>

## Details for the Register

Please make sure that these are given to the Preacher or the Treasury Office in good time, preferably at least one month before the wedding. A form is enclosed for completion. Please return it to the Treasury Office at Lincoln's Inn.

## Flowers

Those who wish to have flowers in the Chapel for their weddings are asked to make their own arrangements with florists. The Chapel Clerk should be notified of any requirements for florists to have access to the Chapel.

**Confetti must not be thrown anywhere within the precincts of the Inn.**

No real candles or sparklers can be used in Chapel.

## Charges

The Treasury Office will pay all charges and fees, and invoice either the bride or bridegroom after the wedding.

No charge is made for the use of the Chapel.

Fees for the Preacher, organist and choir for 2018 are as follows:

Preacher	£290
Director of Music	£290
Associate Organist	£210
Choir (usually 9)	£115 each
Organist minus the choir	£290

The use of the choir is optional, however, the Inn's organist fee is chargeable even if another organist is engaged.

## Recordings

Recordings, sound and video are permitted, subject to consultation with the Preacher. However, additional professional fees are payable to the Inn's musicians to cover the copyright of their performances. These additional fees are set nationally in agreement with the Musicians' Union and the Incorporated Society of Musicians.

If the service is to contain any music that is still within copyright (usually defined as being within seventy years of the death of the composer), an additional licence will need to be obtained from <http://www.videolicence.co.uk>.

The Director of Music is always happy to give advice if a couple are unsure whether or not they will need a video licence. If you do wish to have your service recorded, please let the Preacher know in advance. Due to the difficulties of enforcing the strict regulations regarding copyright, permission to record parts of the service, such as the vows, would only be given in exceptional circumstances.

## Receptions

Both the Old Hall and Great Hall may be available for wedding receptions, but due to ongoing building works at the Inn, availability for receptions may be limited.

Please contact the Inn's Events team on 020 7405 1393 for further information.

## Parking

There is no charge for parking at weekends, but there is little space available (until at least May 2019) due to ongoing building works.

Please let the Chapel Clerk know the timing of your service so that access can be facilitated, and for the same reason please also inform the Chapel Clerk of any rehearsals or reconnaissance arrangements which you, family members or florists wish to make in the Chapel.

Gregory Tyler  
 Chapel Clerk  
[gregory.tyler@lincolnsinn.org.uk](mailto:gregory.tyler@lincolnsinn.org.uk)  
 0207 693 5198

Details Required for Marriage Register

Date of Wedding .....

Time of Wedding .....

Full Name	Age at Proposed Wedding Date	Condition	Rank, Profession or Occupation	Address	Father's Full Name <small>If deceased add 'Deceased'</small>	Father's Rank Profession or Occupation*
Bridegroom:		e.g. Single, Widower				
Bride:		e.g. Single, Widow				

\* Please state even if deceased. Please **do not** simply state "retired".