

Wedding Services in Lincoln's Inn Chapel

The Chapel is licensed for weddings using forms of service authorised by the Church of England and conducted by clergy from the Church of England. As a Chapel, rather than a parish church, a special licence is usually required for those wishing to be married there. Members of Lincoln's Inn (and some others with a direct family or residential connection to the Inn and its Chapel), with the Preacher's guidance, may apply for this special license. All weddings are subject to the discretion of the Treasurer and Preacher.

We can accommodate small or large weddings and our professional choir and organist are available to provide music of the highest standard.

The Service

All details of the service should be arranged with the Preacher, The Venerable Sheila Watson. She may be contacted via email at 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 as well as to work with your ideas.

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 by phone on 07957 597160 or by email at nick.shaw@lincolnsinn.org.uk.

Permission from the Treasurer

If you would like to go ahead, after you have spoken with the Preacher, you will be guided on when to write a letter to the Treasurer of Lincoln's Inn – The Rt Hon Sir Geoffrey Vos. Please address your letter as follows:

The Treasurer
c/o The Treasury Office
Lincoln's Inn
London WC2A 3TL

or via an email attachment to the Executive Assistant to the Under Treasurer, Liz Carter, at Liz.Carter@lincolnsinn.org.uk – 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 (Special Licence) is required for most weddings in the Chapel. The application for this should be made as soon as the date has been decided and after you and the Preacher agree details.

Applications can now be made online. Information is available from their website: <http://www.facultyoffice.org.uk/special-licences/application-process-and-request-a-form/>

The Registrar's office details are as follows:

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

Telephone: 020 7222 5381 (Extension: 7262)

Details for the Inn's Register and the Legal Marriage Document

Please return the form attached (p. 5) to the Chapel Clerk in good time, and at the very latest, one month before the wedding.

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 in Chapel or the Undercroft. The use of confetti *in Inn's open spaces only* is subject to approval from the Events team. Please contact Events@lincolnsinn.org.uk for approval.

No real candles or sparklers may 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 and the musicians in 2023 are as follows:

	£
Preacher	305
Director of Music	317
Associate Organist	230
Choir (usually of 9)	126 each
Reduced choir (up to 4)	157 each
Organist without the choir	317

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 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.

Photography

Please do allow time for photographs as you arrive and prepare to enter the Chapel.

Weddings need to start on time to respect the commitments of staff on duty and professional musicians who often have other engagements to follow.

During the service, the Inn permits photographs as the bride enters; at the signing of the Register; and as the bride and groom leave. There are agreed positions from which photographers can obtain good photos.

If a video camera is being used, there are two fixed positions for these one in the Chapel and one in the organ loft. The latter is dependent on the musician's permission.

Receptions

Both the Old Hall and Great Hall are available for wedding receptions: dates available and information about this may be obtained from the Events Team.

Please contact Ellie Kostova and Felicity Harvey by phone on 020 7405 1393 or by email at events@lincolnsinn.org.uk for more information.

Parking

There is no charge for parking at weekends, but there are limited parking spaces available. If you require a parking space(s), please contact the Chapel Clerk who will make sure that arrangements are made for this.

Further information

Information on Special Marriage Licenses: <https://www.facultyoffice.org.uk/special-marriage-licences/couples/what-is-the-process/>

Apply at: <https://www.facultyoffice.org.uk/special-marriage-licences/couples/apply-for-a-special-licence/>

Information on Church of England Weddings: <https://www.churchofengland.org/life-events/your-church-wedding>

Wedding Ceremony Words: <https://www.churchofengland.org/life-events/your-church-wedding/planning-your-ceremony/wedding-ceremony-words>

If you have any general enquiries, please contact Matthew Bland, Chapel Clerk (Administration), in the first instance:

Matthew Bland

Library Assistant & Chapel Clerk (Administration)

chapelclerk@lincolnsinn.org.uk

020 7693 5164

LINCOLN'S INN CHAPEL

DETAILS REQUIRED FOR MARRIAGE DOCUMENT

DATE OF WEDDING

TIME OF WEDDING

	BRIDEGROOM:	BRIDE:
NAME AND SURNAME		
DATE OF BIRTH		
CONDITION	Single Widower	Single Widow
OCCUPATION		
RESIDENCE AT TIME OF MARRIAGE		
MOTHER/FATHER/PARENT NAME*, SURNAME & OCCUPATION** (maximum of 4)		

* Please state even if deceased. ** Do not just put "retired".