



WEDDING REQUIREMENTS CHECKLIST

☐ **Church Membership**

It is not required that you be a member of the Episcopal Church to be married at the Chapel of the Transfiguration or at St. John's. However, the canon law of the Episcopal Church requires that at least one of you must be a baptized Christian.

☐ **Advance Notice**

Episcopal Canon Law requires at least 30 days advance notice before the scheduled date of a wedding. The 30 days are counted from the date we receive the completed application forms and fee at our church office. In cases where an applicant is divorced, 60 days advance notice is required.

☐ **Premarital Counseling**

Premarital counseling is required. Counseling is available from our clergy, or you may use your clergy. A letter of confirmation must be sent from your clergy, indicating the number of sessions attended and topics discussed, at least 30 days before the ceremony. The number of sessions attended and topics discussed are at the discretion of your clergy. Please contact the Church directly at chandler@stjohnsjackson.org or call 307-733-2603 x 115 if you would like to set up a meeting.

☐ **Marriage License**

The [marriage license](#) must be issued in Wyoming. There is no waiting period by the state, and a blood test is not required. The Teton County Clerk's Office is at 200 S. Willow Street in Jackson and is open from 8:00 a.m. to 4:30 p.m. Monday through Friday. The mailing address is Teton County Clerk, P.O. Box 1727, Jackson, WY 83001. Marriage licenses may be obtained in another Wyoming county and brought to Jackson with you. We cannot perform a wedding unless the license has been presented to the officiating clergy. ***Please bring the Marriage License to the Rehearsal, the day before your actual Wedding day.

☐ **Witness to Marriage**

Each of the parties to the marriage, two witnesses and the authorized wedding celebrant must sign all marriage certificates. Anyone, with the exception of the clergy can be a witness provided they are over 18 years of age. This can include the organist, photographers or altar guild, given that they were actually present at the ceremony.

☐ **Rehearsals**

A rehearsal, although optional, should only be omitted when no music and/or no more than two attendants are desired. Rehearsals are usually scheduled Monday-Thursday before the wedding. All rehearsals will start on time; if you or your attendants are more than 15 minutes late, the rehearsal will be canceled.

□ **Regulations for Photographer, Videographer and Florists**

Read and sign [Regulations for Photographers, Videographers, and Florists](#) document. Regulations must be read and signed by the couple and wedding vendors.