

The Diocese of Virginia

Requirements for Officiating at Weddings within the Diocese of Virginia

For clergy persons neither canonically resident nor serving under license in the Diocese of Virginia who wish to officiate at a marriage ceremony within the geographical boundaries of the Diocese, the following information is requested in order to grant permission to officiate:

- 1) Send a letter or email to the bishop requesting permission to officiate. The letter should include your full name and contact information, the date and location of the wedding, the names of the parties, state whether or not this is a first marriage for any of the parties, and state where the service will be recorded.

If this is a remarriage for any in the party, you must comply with your own diocese's requirements for seeking the solemnization of a marriage after divorce or annulment. A copy of your bishop's approval letter should be included with your request to officiate. See Canon 1.19.3.

Ideally the marriage would be recorded in the register of the church in which the couple has membership. Otherwise, recording in the parish register of the officiant, the church in which the service takes place, or the church nearest the venue would be appropriate.

If the service will take place at a church or parish of the Diocese of Virginia, you should be in contact with the rector or vicar for permission first. Please indicate having done so in your letter to the bishop.

- 2) Request a "Letter of Good Standing" from your Bishop and have it sent to this Bishop's Office via post or email.

Once these requirements are met, the Bishop will welcome you to the Diocese of Virginia via written communication.

Please know that the Commonwealth of Virginia requires those wishing to officiate at weddings to be licensed by the state. Each jurisdiction has its own requirements for licensure so you will need to contact the Circuit Court that has jurisdiction over the wedding venue to find out what they need from you. Often that same Letter of Good Standing that we require is needed for this process as well. Some locations also insist on an in-person presentation of credentials so your travel plans may need to take this into account.

Send requirements to the Office of the Bishop:

Email: bishopsoffice@thediocese.net

Mail: 110 W. Franklin St
Richmond, VA 23220