



Ceremonies

at Field Place Manor House & Barns



Welcome to South Downs Celebrants!

Amanda Millis and Corrine Samaras are in-house, experienced celebrants. Together with you, they create, write and conduct personalised services for weddings, renewal of vows and other family events, to create a day full of memories to last a lifetime.

They would love to get to know you, learn about you as a couple and weave your story into your service so that your celebrations start with real aplomb, with a service that everyone will enjoy and remember fondly..



Field Place Manor House & Barns
The Boulevard, Worthing, West Sussex BN13 1NP
events@fieldplace.co.uk

What is a Celebrant and why would you choose a Celebrant for your wedding day?

In the most basic terms, professional Celebrants conduct ceremonies independently from any belief system but will happily incorporate religious and spiritual elements into the ceremony, so if you would like to sing, let's sing! If you would love to add a ritual, let's do it, let's embrace tradition and surround it with love.

The start of your wedding day begins with the union with both of you, in front of your family and friends. The service is so important to get right, we will discuss in depth the style of ceremony you would like and ensure it sets the scene for the day ahead and allows your celebrations to start with real style, with a ceremony that is exclusively written for both of you.

If you and your partner are from different cultures, or have different religious beliefs, then

elements of both your cultures and beliefs can also be included in the ceremony itself.

As a Celebrant we would get to know you as a couple. How you met, who you are, and what you want in life together, your hopes and dreams. We will ensure this resonates through to your wedding day, guiding you through your ceremony. We'll find ways to include and involve all your favourite people and ultimately, we'll craft a ceremony which does your love justice.

Within your ceremony we really don't have any rules. We can include any reading you like, something classical, biblical, a poem or a piece of prose that makes everyone laugh. If you would like everyone to sing – we can! If you have a friend who would like to play music – they can!

Weddings, after all, are about creating memories and moments that you will treasure forever.



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The Legal bit

So, let's start logically with the obvious question – Can a professional Celebrant in the UK legally marry couples? By law, the marriage must be conducted by a person, or in the presence of a person, authorised to register marriages in the district. The marriage must be entered in the marriage register and signed by both parties, two witnesses, the person who conducts the ceremony and, if that person is not authorised to register marriages, the person who is registering the marriage.

West Sussex Registration service

Before you can marry or enter into a civil partnership, both you and your partner are legally required to give notice of your intention to marry at your local Register Office. To request a date you would need to call the Ceremonies Team to discuss this on 01243 642122. Here is the website link: **West Sussex Register Office - West Sussex County Council**

In West Sussex all standard legal declarations are conducted in Crawley Registry Office, which is in Crawley Library. It has its own separate entrance, and a small room where you and your two witnesses go to partake in the legal declaration. Within this service you are permitted to have minimal vows and promises, and you sign your declaration of marriage. This takes 15 minutes.

Service costs:

- ✿ Standard Legal Declaration £68 per couple
- ✿ Printed Marriage Certificate £11 each

Giving notice

Both partners must 'give notice of marriage' in your local Register Office, whether or not you wish to marry in the district. The Superintendent Registrar will then issue authority for the marriage and you may marry in any Register Office or local authority premises in any district.

You must sign a legal statement at your local Register Office to say you intend to get married or form a civil partnership. This is known as 'giving notice'. The charge for this is £35 per person

- ✿ You must give notice at least 29 days before your ceremony.
- ✿ For example, if you give notice on 1 May, the earliest date you can get married or form a civil partnership is 30 May.
- ✿ You must hold your ceremony within 12 months of 'giving notice'.
- ✿ Both partners must be resident for seven days in England or Wales before notice is given.

Where to give notice

You usually need to make an appointment to give notice at your local Register Office. You must have lived in that registration district for the past 7 days.

You and your partner will need to give notice separately if you live in different registration districts. You do not have to do this on the same day.

Then you are legally married

How do we choose what kind of ceremony we would like?

Life is all about choices, so over the next four pages you'll discover the four options that we offer here at Field Place Manor House & Barns.

Options

Here at Field Place Manor House and Barns we are delighted to be able to offer you different options for your ceremony, one of which is completely unique to our venue, which is a

combined ceremony with the registration service and our celebrants. You cannot opt for this anywhere else in West Sussex.

Life is always about choices, so this should apply to the most important day in your life, without exception. Now that you have seen that there are four ways in which you can have your wedding ceremony, let us help you by explaining the options in full.

1 Church or Religious Service

Now, if you wish to have a church ceremony it is normally that one, or both of you have a connection to a specific church or follow a

religious faith. Once you have had your wedding service in church you would then travel to your chosen venue.

Why?



- You attend Church and have always dreamed of having a Church wedding.
- You are religious.
- Your family are religious.
- You want to honour your faith, culture, heritage.
- This is meaningful to you.
- You love that it is a family tradition to get married in a religious venue.

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Registrar Services

Registry Office

Celebrants cannot legally marry in this country. So, you would need to do one of two things. 1) go to the registry office to complete your legals or 2) have the registrars attend site to conduct your legals on your wedding day. What is the difference?

Going to the registry office is the most cost-effective option if you are working to a budget. The ceremony at the registry office is short because it is the minimum required needed to complete your legals. You are not required to exchange vows and promises, but to complete the required wording to agree to marry your partner. Once you have agreed your intention to marry and signed your paperwork, along with your two witnesses you are legally married. The service takes about 10 minutes from start to finish.

The most cost-effective option is booking the small ceremony room at Crawley Library, which is currently £68 for 2025.

Registrars on site

Having a ceremony where the registrars attend our venue, conduct and take responsibility for the whole ceremony and legally marry you in front of your guests is another option here. We have registered rooms here, our Pavilion Barn, The Chichester Room, The Oak Room and the open air Bandstand are all legal spaces where registrars can conduct your legal ceremony.

Once the registrars are ready the legal ceremony has vows, promises and an exchange of rings, and the registrars legally marry you. This takes around 10 minutes from the moment you arrive to when we all applaud if you choose to kiss.

You then sign your marriage certificate within the ceremony room, whilst your guests wait, the registrars complete all the paperwork, give you the opportunity to be photographed by your photographer, they announce you are married..

They then go to their next wedding service elsewhere. Registrar ceremonies are always on the hour and must run to time.

Why?



- You would like your service to be brief, so that you can complete your legals and concentrate on the party.
- You want to complete the legal aspects.
- You want the Registrar to come to the venue and legally marry you on the day.
- The service is brief, it is legal, so it has to follow a process.
- You will be allocated a timeslot for the registrars to attend, and you must get married at that time.

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Celebrant led Service

Celebrant led ceremonies are unique. Each and every one is bespoke to every couple. There is no standard text where your names are pencilled in with standard vows and promises. Instead, each ceremony radiates you.

Weddings are all about memories, so having a ceremony that's hand crafted, where your vows and ring exchange words are bespoke to you; your promises are yours, written by you or together with our help, so that you create the best possible memories for your wedding day. We get to know you over the journey of your booking,

so that we can put as much of you as we can into our ceremony, your guests will believe that we have known each other for years!

Some people include readings and poems, fingerprint trees, sand ceremonies, handfasting, some have everyone sing their favourite song, some give their guests a toast shot for good luck, some have surprise ring bearers and ring warming – the list is endless!

There is no limit to our imagination, and we would love to bring out the best in both of you.

Why?



- You want to be able to choose the celebrant that leads your ceremony.
- You can get creative and work with that person to bring out the best in you for your guests, so your ceremony is something they will never forget.
- You build a relationship with your chosen celebrant, who is a wedding expert that can help you with many things.
- You can involve family and friends, religion, cultural elements, and have your story told.
- The ceremony can be held anywhere, there are no restrictions, you have your ceremony your way.
- A pure celebrant led ceremony is a non-legal ceremony.

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Combined Service – Registrars & Celebrant

We are in a fortunate position here that WSCC registration service have agreed to work with us to allow us to offer you a combined ceremony. With Amanda or Corrine as your celebrant they will get to know you, write your ceremony and do all the things previously described as to what a Celebrant can do.

There are a few restrictions that can not occur whilst the registrars are present, for example no alcohol can be in the room during the ceremony, or religious connotation in the form of song, prayers, readings can occur during the ceremony prior to completing your legal marriage. The registrars will be present in the room throughout your ceremony but only until the paperwork is signed.. Once the legals are complete we as celebrants are able to add all sorts of things to make your ceremony yours, including all the

things listed in what we as celebrants love to do. We then close your ceremony, explaining to your guests where they are going next, be that a confetti tunnel, a group photo or straight to the bar!

For a combined ceremony you will still need to book the registrars to attend site.

The costs for the celebrant element for a combined wedding here at Field Place is then 50% less, this does not discount the amount of work, time or effort we take to get to know you, write and deliver your ceremony; but in fact it provides you with a personalised option for a ceremony where all your guests will remember what a wonderful start everyone had to celebrate your union. We want to be as fair as we can for this, hence the 50% reduction in the charge. This only applies to weddings here at Field Place.

Why?



- We are fortunate to be able to offer this exclusive service here, as WSCC own the Field Place site, and South Downs Leisure Enterprises run the business.
- You love the idea of a celebrant led, personalised ceremony, but you would like to legally marry on the same day, within a celebrant service.
- All the reasons for a celebrant led ceremony.
- All the reasons for a registrar on site ceremony.
- You would like to start your wedding day your way, in a unique service written for you.
- This service style comes with guidelines, which we will explain on showing you around.
- This ceremony is legal, with the registrars marrying you.

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You've chosen a celebrant ceremony, what happens next?

The process - getting to know all about you

We begin the process by setting up a WhatsApp group so that we three can contact each other as often as we like. Communication is key, and we are here to help you.

We start by sending you a wedding questionnaire for you to have a think about. This will help you work out who will be completing each role for your wedding, from who your bridesmaid/man will be, to the best man/woman, to guests that might like to conduct a reading.

It also helps us build your back story, the start of your love story. We would ask you to complete as much as you can at the beginning of your booking so that we can start working on your ceremony from the off, we can then build the ceremony together over time. We would never expect you to have all the answers at the start, but hopefully it will help you plan and prioritise.

Discovering your love story

Your Celebrant will write a script for you; this tells your love story – how you met, fell in love, your shared values, your hopes and dreams for the future. We will then ask about your family, your friends, people that mean the world to you that we could involve in the ceremony.

Along with our WhatsApp group we will have as many face-to-face meetings with couples as you would like, which also includes phone calls, Zoom calls, Microsoft Teams meetings or email

conversations. We will then immerse ourselves into researching the finer details of your love, finding music, poems and readings that reflect you.

What happens next?

Once the script is under way we will share our thoughts of your love story with you, so that every detail is checked over together. We will guide you through writing vows and promises that bring out how you feel about each other and reflect your personality.



On the day

On your wedding day we will arrive a good hour before your service. We will check in with you and ensure that you are all okay. We meet the guests that have significant roles within the service or will be conducting readings. We will take them to where the ceremony will be so they are familiar with the space and can be as confident as possible. We will have a chat with your photographer and meet any musicians you have booked to play.

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The Personal Touch

Have you ever thought about adding something unique to your ceremony? There are a variety of ways we can make the ceremony all about you whilst giving people you love significant roles. Unity rituals are a wonderful way to add an extra layer of meaning to your wedding ceremony, before or after rings and vows. From lighting candles to the layering colours of sand, there is a wedding ceremony ritual to fit everyone's style.

Ring warming

Why not start the ceremony with warming of the rings. A ring warming ceremony is a tradition that involves passing around the wedding bands to guests. Upon receiving the rings, guests "warm" them up with a prayer, good wishes, or positive vibes for the couple's future

together. Your wedding rings are a symbol of your commitment to each other, they have no beginning or end, so last forever.

We place your rings in an organza bag on a small pillow or tray and hand them around to all your guests. By doing this it shows your guests that your ceremony is more personal from the start, not a normal impersonal service that is quick, but a ceremony they can all be involved in.



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Handfasting

Handfasting is a Celtic ritual, dating back to around 7000BC that symbolises unity and the binding together of two lives. The tradition involves a couple's hands being tied together with cords or ribbons. The Celebrant then ties them all together around your hands – hence the phrase 'Tying the knot'. Handfasting is an ancient ritual in which the hands are tied together to symbolise the binding of two lives. Each of the colours of the ribbons is explained as each one is laid over your hands. We often invite your chosen family members to lay the ribbons over your hands, the more personal you make it the more bespoke it becomes to you. During wedding ceremonies, we always tie

the ribbons in a knot three times. Once for the past, one for the present and one for the future. We, your Celebrants, explain why the knots are tied, but often we ask people you love to tie the knots directly. It makes for the most wonderful pictures!



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Unity Sand Ceremony

The unity sand ceremony is a tradition in which a couple pours sand from separate vessels into a unified, central one as a visual representation of two people, and two families coming together in marriage. The joined vessel symbolises the marriage of both partners' hopes, dreams, and values. Couples can also choose whatever vessels they want to use, and many of those can be family heirlooms or other meaningful objects. A sand ceremony is also wonderful if you would like to involve family members, it cements you all together. You can allow children to choose favourite colours to have as the sand goes into the bottom, making something beautiful as a

forever keepsake. They also like that the new practice created a keepsake from their big day. Just as these grains of sand can never be separated and poured again into the individual containers, so too will your marriage and your family forever be intertwined.



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Colours

For both Handfasting and Sand ceremonies colours are steeped with tradition and meaning.

If you choose to add a handfasting ritual into your ceremony, you choose colours that are meaningful to you. Some people choose colours that match the theme of the wedding. Some choose colours that match the interior of where

the bottle will live forever. Some choose their favourite team colours such as that of a football team or have a sporting theme. The choice is yours, but the symbolism in the colours makes for wonderful photos. Think of it as joining two families together with a bespoke ritual, where you keep the ribbons or the bottle of sand forever. The perfect keepsake, from the beginning of a wonderful day.



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Order of service

No two ceremonies are ever the same, we work out the order together. Most couples choose something along these lines:

- ✿ Arrival of the couple
- ✿ Introduction and welcome
- ✿ Ring warming
- ✿ Reading or poem
- ✿ The couple's love story
- ✿ Reading, poem or song
- ✿ The couple's vows and promises.
- ✿ Exchange of rings
- ✿ Handfasting or Unity Sand ceremony
- ✿ Pronouncement of marriage
- ✿ Closing and departure



Our Celebrant Team

So, how do you choose? We are delighted to be able to offer you a choice of two professional Celebrants here:



Amanda Millis

I am Amanda and I have been looking after and managing weddings for over 30 years. My role as a celebrant brings me so much joy. It is wonderful to get to know my couples, really find out about them, how they found each other, who proposed to who, what makes them laugh, and who they are as people. Telling their story at the beginning of the wedding day and sharing it with their guests is an honour and a privilege for me to be part of the journey of their wedding day. I have won National Wedding Awards for customer service and have recently won the National Runner-Up prize for the AOIC for Couples & Family Celebrant. I'd love to hear your story and learn all about you!



Corrine Samaras

My name is Corrine Samaras and I've worked in Human Resources for over 35 years. I consider myself to be patient, personable and friendly. I am also a part qualified Counsellor and I have been told that I have good interpersonal communication skills and am a good listener. I love dealing with people of all ages, and have a great understanding of the fine nuances of working with people from different backgrounds because I come from a fusion of cultures that is free of prejudices and convention. My aim is to work with you to create your bespoke ceremony and help you plan a day full of memories to last a lifetime.

The beauty of having a choice of two Celebrants here is that you have options and a back-up. We always have a plan if one of us is unwell – it's never happened – but it's great to have a plan, after all that is how the best weddings start.

South Downs Celebrants only take one service booking per day, so we are here totally for you and have all the time in the world to look after you.

Pricing

If your wedding is at Field Place Manor House & Barns, we offer a special price for £595 inc VAT.

If your wedding ceremony is elsewhere our ceremonies are from £750, with a travel allowance.



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