

# ST. MARTIN OF TOURS

## MARRIAGE & WEDDING GUIDELINES

### **A. PROPER CHURCH OF WEDDING**

If both parties are Catholic, the marriage may take place in either the parish of the bride or the parish of the groom. In the case of an interfaith marriage, the proper place must be discussed with the priest.

### **B. SETTING A DATE**

The couple must meet with the priest at least six months before the proposed date of the wedding. A wedding date can then be tentatively reserved. This tentative date will be honored if the couple completes the marriage instruction requirements and there are no serious obstacles to marriage.

### **C. REQUIRED DOCUMENTS**

1. **Baptismal Certificates.** A baptismal certificate record for both the bride and groom must be obtained. For a Catholic, the certificate must be issued no less than six months before the wedding.
2. **Marriage License.** A civil marriage license is obtained from the County Court House. It is valid for 60 days.

### **D. MARRIAGE INSTRUCTIONS**

All couples being married at St. Martin's Parish are required to the following:

1. Meet with the priest to discuss Catholic teachings and laws concerning marriage.
2. Complete FOCCUS (Facilitation Open Couple Communication, Understanding & Study) questionnaire.
3. Meet with a marriage ministry couple from the parish to discuss FOCCUS questionnaire. This would normally involve one or two meetings.
4. Complete one of the following:
  - a. Pre-Cana Classes
  - b. Engaged Encounter Weekend

The priest has brochures on each of these programs and he can explain each of them. You are asked to ATTEND ONE of these educational programs.

5. Contact the Music Director at least 3 months before the wedding.

## **G. MUSIC**

The Music Director for St. Martin's Parish coordinates the music for all liturgical consulted celebrations. Whether you wish the Director to play for your wedding or not, the director must be consulted concerning the music and musicians for the ceremony. There are no additional fees for this service. We recommend that you contact the director at least 3 months before your wedding.

There are no additional fees for Music Director services unless you are bringing in outside musicians who need to practice with him. The fee for the practice, to be held an hour before the ceremony, is \$50.00. If any additional practice is needed the fee is \$50.00 per hour. All fees are to be paid to St. Martin's parish.

Fees for outsider musicians are individually set depending on who you hire. Fees are to be paid to St. Martin's Parish; then a check will be issued from the parish to your musician.

## **H. WEDDING REHEARSAL**

Rehearsal should take place the evening before the wedding if possible. Encourage all members of the wedding party to be on time. Those in the wedding party, readers, and all others with special functions should attend. The rehearsal is an important time to practice, and it takes place in the church.

## **I. TIME OF WEDDING**

1. Friday evening weddings are not to begin later than 7:00 p.m.
2. Saturday morning or afternoon weddings are not to begin before 10:00 a.m. or later than 2:30p.m. A Saturday afternoon wedding Mass that takes place before 3:00 p.m. does not satisfy the Sunday Mass obligation. Traditionally, the Catholic Church does not celebrate weddings during the Lenten season due to the penitential nature of the season.

## **J. SERVERS**

There are normally two servers for a Wedding Mass. If you have a family member or a friend who is trained as a server, they are welcome to serve at your wedding. If not, contact the parish. For each server the parish provides, we ask that you include \$10.00 extra with your church donation, to give each server.

## **E. DECORATIONS:**

1. Unity Candle- If a candle ceremony is to be used, the candle and candle holder stand should be obtained from the florist or purchased from a Church goods store.
2. Bows on Pews-If bows are to line the main aisle; they should be fastened with ribbons or elastic. Wire, tape, or rubber bands are not to be used.
3. Aisle Runner is not allowed. The runner tape can come loose causing the cloth to bunch and cause tripping; it also rips easily.
4. Flowers should serve to create a festive atmosphere. Altar flowers are to be left for the benefit of the parish. Neither fresh nor artificial petals may be used by the flower girl. The marble on the floor stains easily and petals can cause injury if slipped on. Flowers are to be delivered no earlier than an hour before the wedding. **Please note:** Christmas decorations go up during the third and fourth week of Advent, i.e. trees go up the Sunday before Christmas but not lit, garland as close to Christmas as feasible.
5. Rice, etc. It is not permitted to throw rice, confetti, bird seed, etc. at the wedding. It is extremely hard to clean up and people have slipped on them, causing injury.
6. Wedding Painting Paintings are not permitted in church during the ceremony. It is disruptive at a religious ceremony. This should be reserved for the reception.

## **F. PHOTOGRAPHY**

1. Photographers, including video photographers, must speak to the wedding facilitator prior to the start of the wedding concerning the taking of pictures.
2. Flash is permitted only during the processional or recessional.
3. The photographer may take pictures from the balcony but is forbidden to come into the sanctuary. If taking pictures from the balcony, the photographer must use the side opposite the organ. Musicians are not to be disturbed.
4. Please remember that your wedding is a religious ceremony. If photographers do not act accordingly, including at rehearsal, they will be told to leave. After the wedding ceremony, pictures can be taken again. Pictures may be taken one hour before and after the ceremony.

#### **K. CELEBRANT**

A parish priest or deacon will be assigned as celebrant for your wedding,

If you have another priest or deacon you would prefer, they are very welcome.

#### **L. FEE**

From a financial perspective, the church will be the least expensive part of your wedding. However, the church or religious ceremony is the **most important** part of your wedding. The church fee is so low simply because you or your parents already have supported the parish for many years.

**The church fee is \$500.00 for members St. Martin Parish. The fee for nonmembers is \$1000.00. The church fee is due two months before the wedding.**

#### **M. WEDDING FACILITATORS**

The Wedding Facilitators are **volunteers**, whose ministry is to help make your wedding run smoothly. You will be contacted by one of the facilitators a week or two before the wedding. They will be able to answer any questions you might have concerning the wedding ceremony.