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Revised July 2016

SACRAMENTAL MARRIAGE

Marriage is a sacred sacrament of the Catholic Church. It is the solemn ceremony in which one man and one woman pledge themselves to each other for life. With the blessing of God, they are united by Him in Holy Matrimony. Your wedding will be an event that you will remember for the rest of your lives as a sacred and beautiful occasion. Mindful of this, St. Patrick Parish has guidelines and practical suggestions

MARRIAGE PREPARATION GUIDE

Please contact the Church Office at least 6 months prior to your proposed wedding date to meet with the parish representative to finalize the date. It is important that this meeting takes place before any additional arrangements or purchases are made for your ceremony (reception, dress, photographer, etc.)

The following documents will be required:

1. For Catholics, a recent copy of the **Baptismal Certificate with notations** from the Parish of Baptism on reception of the Sacraments of First Communion, Confirmation and Marriage.
2. **Affidavit of Free Status to Marry-Form II.** One document for each candidate, preferably from their father and mother, must be answered and signed in the presence of any Priest, Deacon or Parish Representative. If the father and mother of the candidates are not available, then the closest relatives or friends who have known them for a minimum of 10 years.
3. Personal Interview for each Candidate using the **Prenuptial Questionnaire Form V** must be completed by the Parish Representative who knows each candidate personally.
4. **Certificate of Completion of FOCCUS & Sponsor Couple Program, including Natural Family Planning.** Please contact Dick and Mary Meadows at 214-553-9323 to schedule.
5. **Dispensations—Form III.** If one of the party is Non-Catholic, a dispensation must be granted by the Bishop of the Diocese of Dallas.
6. For those with any previous marriages, please provide the Decree of Divorce and Annulment Papers.
7. **Marriage License** must be obtained from Dallas County within 30-days before the Marriage date but not later than 3 days before. The couple should bring the marriage license with the County Return envelope to the officiating Priest or the parish wedding facilitator to the wedding rehearsal.

CHURCH GUIDELINES

Facility Scheduling. Facility arrangements must be scheduled through the Parish Secretary 6 months before the proposed wedding date.

Wedding Times. Weddings are scheduled on Saturdays at 10:00 a.m., 1:00 p.m. or 7:00 p.m.

Wedding Rehearsals. Rehearsals are scheduled the evening before the wedding .

Financial Responsibilities. The Church facility fees must be paid 3 months prior to the wedding date. A deposit of \$200 to secure the space is due at the initial meeting with the Parish Representative. Facility Fees are as follows:

Church: Parishioner Rate is \$350 and Non-Parishioner rate is \$800.

Parish Center: Rate is \$250

Music. Music arrangements and fees must be coordinated through the Parish Director of Music.

Marriage Ceremony. A Nuptial Mass is encouraged but a Liturgy of the Word for mixed marriage is permissible.

Sacrament of Reconciliation. When preparing for the Sacrament of Matrimony, the Sacrament of Reconciliation is required. Please make arrangements to receive this sacrament prior to the wedding.

Visiting Officiating Clergy. Any clergy outside of the Diocese of Dallas must provide to the Diocese of Dallas a letter of suitability from his Bishop. Delegation of the pastor is required.

CANONICAL REQUIREMENTS

1. The minimum age for marriage is eighteen (18) years of age.
2. The couple must have known each other for at least six (6) months.
3. Both parties are to be free to marry. If either party has **ever** been married before, in a religious or civil ceremony or by common law, then no plans for marriage may be made until any prior marriage has received a decree of nullity from the Diocese of Dallas or another Catholic Diocese. (If one of the parties is a widow or widower, a death certificate of the former spouse is needed.)
4. In a marriage between a Catholic and a non-Catholic, the Catholic party is to promise to continue the practice of the Catholic faith and to share that faith with any children born of the marriage by having them baptized and raised Catholic. The non-Catholic party is not asked to sign anything, but does witness the promise made by the Catholic party and is to indicate to the priest that he or she will not be an obstacle to this promise.
5. If a marriage is requested and there is a pregnancy involved, the Church normally requires the couple to wait until after the birth of the child before marriage in the Church can take place.

GETTING MARRIED AT ST. PATRICK

1. Traditionally the proper place for Catholics to marry is the parish of the Catholic bride or in the case of a mixed marriage, in the parish of the Catholic party. To receive parishioner rate, the family must be an active member of St. Patrick Parish. Active implies that one practices their faith by supporting the parish and attending Mass here regularly.
2. All weddings are to take place inside the Church. Home or garden weddings are not permitted in the Diocese of Dallas.
3. Persons registered in another parish may be married here for a justifiable reason and with the permission of their Pastor. The non-parishioner rate will apply.

COUPLES NOW LIVING TOGETHER

The Catholic Church does not approve of couples living together before marriage, but encourages couples to live up to Catholic Christian standards before their wedding. We are happy to witness your marriage so that your living arrangements may be brought into harmony with God's laws.

WEDDINGS DURING ADVENT OR LENT

These are seasons of the Church Year set aside for penitence and spiritual renewal. Wedding celebrations are discouraged during these times. However, a wedding is allowed if it is in keeping with the character of the season. Contact the parish wedding facilitator for further instructions when planning your ceremony during these seasons.

SCHEDULING YOUR WEDDING

1. Because Marriage is such a serious commitment, the process of preparing for your wedding involves several stages of preparation. For this reason, all wedding arrangements are to be made at least six (6) months before the proposed date of the wedding ceremony. Contact the parish wedding facilitator for any questions regarding parish and facility guidelines.
2. The date and time for the wedding are dependent on the availability of the Church facilities. (It is best to finalized with the priest who will officiate at the wedding the date and time before printing invitations, etc.)
3. Weddings are not scheduled for Sundays, Holy Days of Obligation or during Holy Week.
4. Wedding rehearsals and weddings are:
 REHEARSALS--Fridays: 6:15 p.m., 7:15 p.m., or 8:15 p.m.
 WEDDINGS--Saturdays: 10:00 a.m., 1:00 p.m., or 7:00 p.m.
6. If you decide to postpone or cancel your wedding, it is necessary that you inform the officiating Priest as soon as possible.

FEES AND OFFERINGS

Contact the Parish Secretary for the current schedule of fees and offerings. These will include the following:

1. Facility Rental. A fee for the use of the Church Sanctuary is \$350.00 for parishioners or \$800.00 for non-parishioners. This fee is due and payable six (6) months before the date. An additional fee may be required for use of any other parish facility, such as the Parish Center.
2. Musicians. The fee paid to the Director of Music is \$250. This fee is paid directly to the Director of Music no later than one week prior to the wedding ceremony. If you use a Parish Cantor, there is an additional fee of \$175.
3. Altar Servers. Altar Servers are given a monetary offering of \$25 each for their services. In order to avoid confusion, offerings are to be presented at the conclusion of the wedding rehearsal to the wedding facilitator.
4. Clergy Gift: A clergy honorarium is permitted but not expected. It is a way to acknowledge the work of the priest or the deacon who assisted you in your preparation and celebration of the Sacrament of Matrimony.
5. Courtesy deposit of \$200 is required when the ceremony date is set with the Parish to encourage prompt and respectful use of our facility and staff's time. If the participants in the Wedding Rehearsal and the Wedding Ceremony arrive promptly this fee may be returned.

CHURCH BUILDING & CHURCH ETIQUETTE

1. The Church is a sacred place. Loud talking, gum chewing and indecent or insufficient attire are all forbidden. **STRAPLESS DRESSES FOR THE BRIDE OR THE WEDDING PARTY ARE NOT ALLOWED.**
2. Use of electronic communication is discouraged at the rehearsal and ceremony.
3. A Bride's room is available. However, it is only large enough for the bride to dress. No dresses may be left unattended in the bride's room.
4. The groom, his attendants and all others are to arrive already dressed and ready for the wedding. Please discuss any exceptions to these arrangements with the wedding facilitator.
5. We are an alcohol-free, smoke-free and a gum-free facility.
6. Food or drink of any kind, other than water, is not allowed in the Church building.
7. St. Patrick Catholic Church is not responsible for any lost or stolen items.

PRACTICAL CONSIDERATIONS

THE WEDDING REHEARSAL

1. All members of the wedding party and any participants in the ceremony are to be present at the rehearsal, including but not limited to your proclaimers, ushers and family members that are part of the procession. As a courtesy to the wedding facilitator and officiating Priest, **PLEASE BE ON TIME.**
2. The parish wedding facilitator will direct the wedding rehearsal in its entirety. Bridal consultants and wedding advisors are respectfully requested not to interfere in any way with the wedding rehearsal.
3. Since the Church building is the House of God, proper decorum is advised to be maintained at all times.

THE WEDDING CEREMONY

1. The wedding ceremony is an act of worship. The music and decorations are to enhance and not detract from the liturgical nature of the wedding ceremony.
2. Please arrive at least 1 hour prior to the ceremony.
3. Only trained altar servers are allowed to serve for a Nuptial Mass. Two are required for a Nuptial Mass and only one is required for a Liturgy of the Word ceremony. Any exceptions, must be discussed with the Wedding facilitator.
4. **RICE, BIRDSEED, FLOWER PETALS, BUBBLES, ETC. ARE NOT ALLOWED** after the wedding ceremony inside or outside the Church.

CHURCH DECORATIONS

The Sanctuary of St. Patrick Catholic Church is beautiful in its simplicity.

FLOWERS

1. Fresh flowers placed in the Church Sanctuary for the wedding are considered as an offering to God and are to remain in the Sanctuary for all of the weekend Masses. Artificial or silk flowers are not allowed in the Sanctuary. Make arrangements with the wedding facilitator for your floral delivery.
2. Floral arrangements should coordinate with the liturgical seasons. Easter and Christmas flowers and decorations may not be moved.
3. Aisle flower arrangements that do not impede the movement of the bridal party or others in the aisle are permitted. Please have your floral arranger contact the wedding facilitator with any questions.
4. A flower girl may carry a basket of flower petals but flower petals are not to be strewn inside or outside the Church

SANCTUARY

1. **Kneelers:** St. Patrick Parish will provide a cushioned kneeler which match the other sanctuary furnishings.
2. **Unity Candle:** Although it is not a normal part of the Catholic Wedding Ceremony, a Unity Candle is permitted. However, St. Patrick does not provide Unity Candles or a stand. Your florist or decorator should be able to furnish the candles, stand and other parts of the Unity Candle. Please have these available for the wedding facilitator at the wedding rehearsal.
3. **Other Church Furnishings and Equipment:** No other furnishings in the Church are to be disturbed or moved. No microphone or musical instrument is allowed to be plugged into the church sound system.

OTHER DECORATIONS

1. Pins, tacks, nails, pressure sensitive tape, scotch tape or glue may not be used to attach any decorations to the furniture or the walls of the Church building.
2. Decorative carpentry of any kind, including wedding arches, are not permitted in any part of the church building.
3. Decorations and pew bows are allowed and may be draped to the pews, but are not to be wired or taped to the pews.
4. Aisle runners are not allowed.

MUSIC

The wedding service is principally a service of worship and the music is to reflect this spirit of worship. The music used at a wedding is to magnify the glory of God,

The Director of Music at St. Patrick Parish must be consulted to arrange for any music for your wedding (string quartet, guitarist, etc.). The Director of Music will assist the bride and groom in the selection of approved music and hymns.

1. Only the organist of St. Patrick Parish is permitted to play the pipe organ or piano for weddings in this Church.
2. Parish Soloists (cantors) are available. Please discuss with the Director of Music.
3. Only live music is to be used; no recorded or taped music of any kind is allowed.
4. If there is to be a non-parish soloist or instrumentalist, the Director of Music may practice with them at a mutually convenient time. For any exceptions, discuss with the Director of Music.

PHOTOGRAPHY & VIDEOGRAPHY

Photographers and videographers must bear in mind that they are present in a church for a worship service.

1. Photographs may be taken by **professionals** before and during the wedding ceremony in the Church, provided that the wedding ceremony is not disturbed and neither flash equipment nor supplemental lighting is used.
2. Photographer and/or Videographer may not take pictures from the altar platform or ramps during the ceremony.
3. **NO FLASH PICTURES OR SUPPLEMENTAL LIGHTING ARE ALLOWED DURING THE WEDDING CEREMONY.**
4. Group pictures following the wedding ceremony are limited to **twenty minutes**. Any pictures that include the officiating Priest are to be taken first.
5. Please have the photographer and videographer contact the wedding facilitator before the wedding for instructions and guidelines.
6. Picture taking, use of tablets, use of cell-phone or video recording by family members, guests or others in the congregation during the wedding ceremony or after is not allowed.

PARISH STAFF AND CONTACT INFORMATION

Parish Clergy

Rev. Josef Vollmer-König, Pastor

Rev. Tuan Le, Parochial Vicar

Mr. Victor Carpio, Deacon

Church Office—Parish Secretary

Cyd Hauser 214-348-7380 (office)
C.Hauser@StPatrickDallas.org

Parish Wedding Facilitator and Liturgist,

Holly Brown 214-348-7380 (office)
214-587-3687 (cell)
H.Brown@StPatrickDallas.org

Director of Music

Cynthia Fruth 214-497-6260(cell)
cfruth@gmail.com

Sponsor Couple Program Leaders (FOCCUS)

Dick & Mary Meadows 214-553-9323

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DOCUMENT CHECK LIST

Groom:

- Baptismal Certificate
- Affidavit of Freedom (Form II)
- Registered in Parish

Bride:

- Baptismal Certificate
- Affidavit of Freedom (Form II)
- Registered in Parish

- FOCCUS Certificate
- Pre-Nuptial Questionnaire (Form V)
- Sponsoring Couple Questionnaire
- Dispensations (Form III)
- Marriage License
- Marriage Guide
- Together for Life