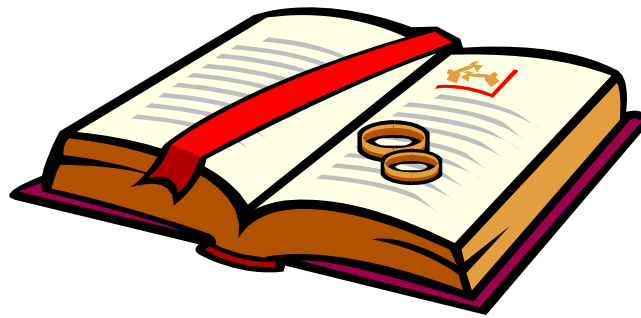


# *Wedding Policy & Planning*



**St. Patrick Catholic Church**

London, Ohio

**ST. PATRICK CATHOLIC CHURCH  
LONDON, OHIO**

Dear Friends,

Congratulations! We welcome your inquiry about celebrating your marriage at St. Patrick Church. It is a privilege for us to assist you as you prepare for married life.

The Catholic Church esteems marriage as very sacred. Sacred Scripture compares marriage to the covenant relationship of God with us. Saint Paul says the union of husband and wife is a sign of the union of Christ and the Church. In witnessing your marriage, our Church community wants to uphold and support you faithfully for the rest of your lives as you grow together in God who is Love.

We at St. Patrick Church want your wedding to be a beautiful, memorable, and faith-filled occasion. Our wedding preparation program has been designed to assist you in preparing your Wedding Mass or Ceremony in our parish. This Wedding Policy is your first source of information about the wedding preparation process and for planning your wedding liturgy. Please read the policy as it is designed to assist you in this process. The website [www.catholicweddinghelp.com](http://www.catholicweddinghelp.com) will also be useful in accessing the full texts of the readings, blessings and prayers for the liturgy.

As you read this packet, be assured that we are sensitive to the fact that there may be special circumstances where exceptions to this Wedding Policy may be needed. Although exceptions are very rare, all requests for exceptions must be discussed with and approved by the Pastor of St. Patrick Catholic Church.

We undertake this ministry with you now, as you begin preparing for marriage. We look forward to serving you as we share our faith together.

Sincerely in Christ,

Your Parish Priest and Deacon

## WHO MAY BE MARRIED AT ST. PATRICK CATHOLIC CHURCH

Church law guarantees active, registered members of the parish, who are in good standing with the faith and morals of the Catholic Church, the right to marry in their proper parish church.

To be considered an active, registered member of St. Patrick Church for the purpose of marriage, the bride or groom must have been “registered” and “active” in the parish for at least one year before the scheduled date of the ceremony.

### ACTIVE-REGISTERED

1. Someone who has been registered in our parish for one year before the scheduled date of the marriage; and
  2. Someone whose contribution file indicates attendance and support; and
  3. Regularly giving to our offertory collection or fulfilling a pledge to our parish.
- Children of “registered” and “active” parishioners are considered members for the purpose of marriage and may be married in the church without the facility usage fee, if they are attending Mass on Sundays and Holy Days.

### NON-REGISTERED OR NON-ACTIVE

1. Indicates someone who has not been registered in our parish for at least one year before the marriage; and
  2. Someone whose contribution file does not indicate attendance and support; and
  3. Someone who does not regularly give to our offertory collection or fulfill a pledge to the parish.
- If even one of the above criteria can be established, then you will be considered a non-registered or non-active parishioner.

\*\* For non-registered or non-active parishioners there is a \$400.00 facility usage fee, with a non-refundable \$200.00 deposit due at the time of reserving the facility. This additional fee is to be paid no less than 30 days before the scheduled marriage.

## WHEN WEDDING CEREMONIES MAY OCCUR AT ST. PATRICK

Wedding ceremonies may occur on Friday evenings, Saturday mornings or afternoons. For wedding ceremonies within Mass, the ceremony may begin *no later than* 2:00 p.m. on Saturday afternoon. For wedding ceremonies outside of Mass, the ceremony may begin *no later than* 2:30 p.m. on Saturday afternoon. Photographs or other post-ceremony activities must be done by 4:00 p.m. on Saturday afternoon for the Sacrament of Reconciliation and preparation for the vigil Mass of the Sunday obligation.

Members of the bridal party who wish to get ready at the church must make arrangements with the pastor or member of the church staff for entry into the parish center for such preparations.

## DOCUMENTS NEEDED FOR MARRIAGE

### BAPTISMAL RECORD

A certified copy of your baptismal certificate with notations is required. This means that you must contact the parish of your baptism and ask them to send you a copy of your baptismal certificate, with the parish seal stamped upon it. This record must be no more than six months old. The procurement of this certificate by the non-Catholic party is encouraged – at the least, the date and location of baptism is needed.

### PREPARATION

✓ **E. E. Weekend**

Once you have attended an Engaged Encounter (E. E.) Weekend, we will require your diploma for the wedding file. The Engaged Encounter Weekend is mandatory. Please contact the parish office (740-852-0942) for details on program dates and locations.

✓ **FOCCUS** – pre-marriage inventory and meetings with priest or deacon.

✓ **Liturgy Planning**

### MIXED MARRIAGE PERMISSION

If this will be a marriage between a Catholic and non-Catholic, please let us know at the time of your initial meeting with the clergy. Permission from the Bishop must be given for a mixed marriage.

### DELEGATION

If the Catholic party is registered in another parish, he/she will have to contact their pastor at that current parish and request “delegation” from him. The clergy of St. Patrick need written permission, which is “delegation”, from your current pastor to preside at the ceremony. Please have this sent to the officiating priest or deacon of your marriage.

### MARRIAGE LICENSE

The civil license for marriage is to be presented to the priest or deacon at the time of the rehearsal. It is an illegal act for the clergy to preside over the ceremony of anyone without the license in hand.

Application for License must be made under oath by BOTH parties to the Probate Court of the county in which either resides:

#### **Franklin County Probate Court, Marriage Licensing Department**

Online access: [www.franklincountyohio.gov/probate/departments/marriage.cfm](http://www.franklincountyohio.gov/probate/departments/marriage.cfm)

8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays.

614-462-3898

E-mail: [marriage@franklincountyohio.gov](mailto:marriage@franklincountyohio.gov)

#### **Madison County Probate Court, Marriage Licensing Department**

Online access: <http://209.248.230.115/marreq.html> (Marriage Application)

Madison County Courthouse, Room 205, 1 North Main St., London, OH 43140

Phone: (740) 852-0756

Hours: Monday – Friday, 8:00 a.m. - 4:00 p.m.

## **MARRIAGE INFORMATION FORM AND CONTRACT**

The Marriage Information Form and the Contract for the bride and groom must be signed and returned to the priest or deacon before a date can be placed on the parish calendar.



## **PEOPLE INVOLVED IN THE LITURGY**

### **VISITING CLERGY**

It is the responsibility of the visiting clergy to read and ensure that the parish regulations are followed. The visiting clergy must read and sign the Visiting Clergy form, which confirms his intentions to follow this wedding policy and discuss and gain approval for any exceptions with the Pastor of St. Patrick. In the event of visiting clergy presiding at the liturgy, a \$50 fee is required for a representative from St. Patrick to attend the rehearsal to communicate this policy and ensure that it will be followed.

Please contact the Secretary of State for information pertaining to the civil license necessary for an out-of-state priest or deacon to preside over the ceremony:

Secretary of the State of Ohio  
180 East Broad Street  
Columbus, OH 43215  
614-466-4980  
[www.state.oh.us/sos](http://www.state.oh.us/sos)

### **CHOOSING OTHER MINISTERS FOR THE CELEBRATION**

Friends and relatives of the couple may participate in the liturgy in various roles. You may wish to select individuals to serve as lectors, altar servers, Extra-ordinary Ministers of Holy Communion, and gift bearers at the liturgy. So that these ministers feel comfortable, they should be properly trained, prepared and rehearsed. Lectors and Extra-ordinary Ministers of Holy Communion who are not regular members and/or liturgical ministers in the parish need to be properly trained to fulfill these important roles in the wedding liturgy. The gift bearers should be Catholic and able to receive Communion. Decisions about ministers may be made when the liturgy is planned.

You may wish to select children to take part in the ceremony as attendants – flower girl or ring bearer. Because the acoustics of the Church create an environment in which very young children as attendants can be a distraction, children must be, as a general rule, at least 5 years old.



## **ELEMENTS INVOLVED IN THE LITURGY**

### **ENVIRONMENT**

Very simple decorations are needed to enhance the beautiful liturgical space of St. Patrick Church. Floral arrangements in the sanctuary should consist of natural flowers and

materials and not be higher than the Altar of Sacrifice. No decorations are to be placed on the altar itself.

It is customary at St. Patrick for floral decorations to be left for the altar after the ceremony, as a gift of gratitude to the Church.

For safety reasons and proper decorum, the use of candelabras, lamps and floral displays with candles are prohibited.

Please see the Policy for Florists for more details. This policy must be reviewed and signed by the engaged couple, with a copy made for their records and the parish.

### **THE UNITY CANDLE**

The Unity Candle is not a recognized part of the Catholic wedding liturgy, according to the liturgical documents of the Church. Therefore, it will not be used during the liturgy itself. However, it can be done at the reception.

### **AISLE RUNNER**

The use of an aisle runner for the ceremony is prohibited.

### **DRESSING ROOM**

The dressing room for the bride and her attendants is located in the Parish Center Parlor and is available upon request. It is open for use on the day of the wedding. For security reasons, the wedding party is responsible for removing all of their belongings, decorations, etc. before the start of the wedding. The parish is not responsible for lost or stolen items left unattended in the Parlor. It is expected that the wedding party will pick up and straighten up the parlor to the way they found it. A \$100 deposit, when the date is scheduled, is required in the event that the church janitorial staff needs to clean any part of the facilities after the ceremony. This deposit will be refunded if the facilities have been adequately cleaned by members of the wedding party.

### **PHOTOGRAPHY**

Photographers are welcome to take pictures before, during and after the ceremony. In order to avoid distractions, those taking pictures and/or video recordings are asked to check with the clergy at least 30 minutes before the celebration to arrange the locations for pictures. Since confessions in the church start at 4:00 p.m., all picture-taking must be completed by this time for a Saturday afternoon wedding. **There are no exceptions to this rule.**

Please see the Policy for Photographers and Videographers for more details. This policy must be reviewed and signed by the engaged couple, with a copy made for their records and the parish.



## **FEES AND STIPENDS**

### **FACILITY USAGE STIPEND**

The facility usage fee is dependent upon the status of the couple. The pastoral staff of St. Patrick determines active-registered or non-active/non-registered status. Active registered

members are not required to pay a usage fee. However, a donation to the church as a sign of gratitude to God is gladly accepted.

### **PARISH PRIEST AND DEACON**

The stipend for the clergy is a donation made in view of the time and service the clergy has provided in the preparation process. The amount should be in proportion to the other expenses budgeted. If the couple is coming from out of town to be married at St. Patrick Church, it is customary to offer the clergy a minimum of \$150.00 for their assistance.

### **PASTORAL MUSICIAN**

Like the florist and photographer for your wedding, church musicians provide a service for making your wedding a meaningful event. Therefore, they also need to be paid a stipend for their services.

The stipend for the parish organist is \$125.00. This fee includes meeting with the couple to plan and select music, practice time with the parish cantor, and personal practice time. It is customary that the organist does not attend the rehearsal; however, if the couple chooses to have the organist attend the rehearsal, then an additional \$25 stipend will be assessed.

The stipend for the parish cantor depends upon the person chosen by the couple at the suggestion of the pastoral musician. The parish cantor determines his/her own rate.

~ These stipends need to be given to the music ministers before the ceremony begins. ~

If there is a visiting soloist (instrumental or vocal), an additional \$25 stipend for the organist will be required. This fee reflects the necessity of extra practice time with the visiting soloist.

If there is a visiting organist, approved by the clergy, then this organist determines his/her own fee for playing for the wedding. Additionally, there is a \$35 stipend for the parish organist to handle musical logistics, including his/her time to meet with the visiting musician to provide the organ key; arrange any desired practice time; and, in the case of a non-Catholic visiting musician, discuss the musical order of the ceremony and provide any service music.

### **Summary of Music Fees**

Parish Organist	\$125 Base fee
Attend rehearsal	Add \$25
Work with visiting soloist	Add \$25
Parish Cantor	Fee determined by cantor
Visiting Organist	Fee determined by visiting organist
Parish organist to coordinate logistics	Additional \$35 paid directly to St. Patrick organist coordinator
Visiting Musicians	
Outside instrumentalists or soloists	Fee determined by musicians Additional \$35 paid directly to St. Patrick organist coordinator

## **SERVERS**

It is customary to give servers \$20.00 each.



## **CHURCH ETIQUETTE**

### **FOOD/BEVERAGES**

No alcoholic beverages, illegal drugs/paraphernalia or firearms are permitted on the church property prior to, during and after the wedding. The bride and groom are responsible for communicating this to members of the wedding party and family members. **Violation of this policy will result in immediate cancellation of the wedding ceremony and forfeiture of deposit.**

We request that food and non-alcoholic beverages NOT be brought to the Church grounds or into the church or parlor. If food/non-alcoholic beverages are brought on the premises, it is the obligation of the bridal party to clean up completely or arrange (and pay) to have the areas cleaned. All trash should be properly disposed of; nothing should be thrown inside or outside on the church property. A \$100 deposit is required to ensure that our church property does not require cleaning after your wedding – it is returned to you if the facilities are found in proper order after the ceremony.

### **GUM**

Because of the sacredness of the worship space, chewing gum during the ceremony or rehearsal or at any time inside the church is not permitted. Any deposits of chewed gum found in the worship space before, during or after the ceremony will result in forfeiture of the cleaning deposit.

### **FURNITURE IN THE CHURCH**

Furniture in the Church is to be left in place. This applies to microphones, the four individual candlesticks located in the sanctuary and all other decorations. Only clergy may make changes to the furniture arrangement.

### **SMOKING**

Smoking is not permitted anywhere inside the church property buildings.

**FORFEITURE OF DEPOSIT** will result if any of this policy is broken by you, the wedding party, your photographer or florist.



## **PRACTICES NOT ALLOWED IN THE CHURCH**

### **RECEIVING LINE AND GUEST BOOK**

Receiving lines and the signing of the Guest Book are to be held at the reception only, not at the church. Please relay this information to your invited guests via the wedding program.

The wedding party must vacate the church by 4:00 p.m. for Saturday weddings to allow for 4:00 p.m. Confessions and 5:00 p.m. Mass.

### **RICE, FLOWER PETALS, BIRD SEED**

No rice, flower petals, birdseed or balloons or anything else that will litter the grounds may be used as part of the wedding celebration inside or outside of the church.



## **A TIME OF PREPARATION AND NEW BEGINNINGS**

Marriage is a major moment in your life, and a very important sacrament for you as individuals and as a couple.

Before your wedding day, you deserve a good experience of the mercy and forgiveness of God. At this important time in your lives, you can prepare for a better future together if you let God cleanse your souls of the sins of your past.

Catholics can do this by going to confession to a Catholic priest and in this sacrament of reconciliation receiving the forgiveness of sins which we call absolution. You can make your confession to any priest, including your pastor, but you are free to decide whom to ask.

It is good to make your confession about one month before your wedding. That can also help you deal with the pressures of planning, and remind you to be good to the people who love you. Waiting until the final week, or hoping to talk with a priest on the day of the rehearsal, leaves too much to chance.

Your wedding is a milestone in your life and a great new beginning. Ask God to help you be worthy of your spouse's love and the many gifts you have already received. Confess your past sins and promise to avoid them in the future.

Don't miss your best chance in years to regain a totally clear conscience and a good new attitude about yourself. Plus, you'll be starting your marriage being fully open to receiving and benefiting from God's blessing.



## **PLANNING THE LITURGY**

A Church wedding is not only a personal event but also a liturgy of the Church. As such, the religious nature of the ceremony must be carefully preserved.

### **LITURGY**

Your wedding is a part of the faith life of our parish. You, as ministers of the marriage, have chosen to express freely your love and commitment to each other. The Rite of Marriage, highlighted by the exchange of vows and the blessing and exchange of rings, best conveys the Church's desire to witness your vows, to strengthen your fidelity to them, and to prayerfully support you in your life together. As with all liturgical celebrations, the full and active participation of those present is desirable. Ordinarily, the Rite of Marriage takes

place in one of two contexts: within a Mass for two baptized Catholics or outside Mass (ceremony) if either the bride or groom is not Catholic, or if one is not baptized.

### **SCRIPTURE READINGS**

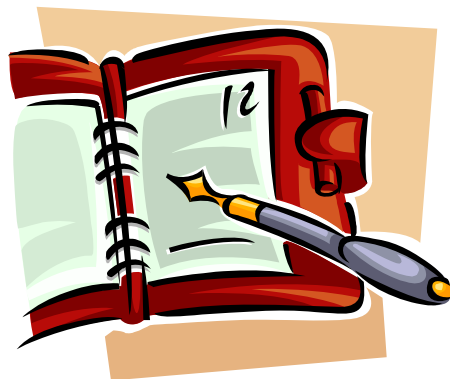
The Rite of Marriage includes selected scriptural readings and prayer from which you may choose those that are most expressive of your personalities.

### **MUSIC**

All music must be approved by the Pastor or Deacon. Only liturgically appropriate music may be used at weddings. Popular and secular music, such as Broadway/film music or Top 40 songs are not appropriate liturgical music for use in the Church during the wedding Mass or ceremony. This policy also refers to vocal or instrumental music performed during the Prelude. The Wagner and Mendelssohn wedding marches associated with secular operas have not been used traditionally in the Catholic Church and are therefore not permitted.

All weddings at St. Patrick utilize the parish organist and cantors. A guest soloist is permissible. That person must be auditioned and approved by the pastor/deacon. A guest organist may be engaged to provide music, given that he/she is approved by the pastor/deacon.

# ***Wedding Planning***



**(to be used in conjunction with the website:  
[www.catholicweddinghelp.com](http://www.catholicweddinghelp.com) )**

## DOCUMENT CHECKLIST

The following documents are included in this planning packet and need to be signed, with a copy given to the parish office. Agreements involving outside parties, i.e. florists and photographers, need to be reviewed with these parties and signed, with a copy returned to the parish office. For your convenience, this checklist will assist you in keeping track of processing these documents. Please consult [www.catholicweddinghelp.com](http://www.catholicweddinghelp.com) for selections of readings, blessings and prayers.

- \_\_\_\_\_ Marriage Information Form
- \_\_\_\_\_ Wedding Liturgy Planning Sheet
- \_\_\_\_\_ Music Planning Sheet
- \_\_\_\_\_ Policy for Florists
- \_\_\_\_\_ Policy for Photographers and Videographers
- \_\_\_\_\_ Visiting Clergy Agreement, if applicable
- \_\_\_\_\_ Agreement to use church facilities
- \_\_\_\_\_ \$100 Deposit for Cleaning  
*(Refundable if facilities are cleaned by wedding party and policy is followed)*

# MARRIAGE INFORMATION FORM

Name of Bride \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Religion \_\_\_\_\_

Name of Groom \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Religion \_\_\_\_\_

## OFFICE USE ONLY:

Active Registered Parishioner	_____ Yes	_____ No
Non-Refundable Deposit	_____ Yes	_____ No
Facility Usage Fee	_____ Yes	_____ No

Date and Time of Rehearsal \_\_\_\_\_ p.m.

Date and Time of Wedding \_\_\_\_\_ p.m.

Name of Celebrant \_\_\_\_\_

# WEDDING LITURGY PLANNING SHEET

Wedding Date/Time: \_\_\_\_\_ / \_\_\_\_\_ p.m.

Rehearsal Date/Time: \_\_\_\_\_ / \_\_\_\_\_ p.m.

Bride: \_\_\_\_\_

Groom: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Bride's Parents: \_\_\_\_\_  
\_\_\_\_\_

Groom's Parents: \_\_\_\_\_  
\_\_\_\_\_

Photography/Video: \_\_\_\_\_

Florist: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Witnesses: \_\_\_\_\_

\_\_\_\_\_

Attendants: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Organist/Musician: \_\_\_\_\_

Phone: \_\_\_\_\_

Soloist/Cantor: \_\_\_\_\_

Phone: \_\_\_\_\_

Altar Servers: (2 needed for Mass; only 1 for Liturgy outside of Mass)

\_\_\_\_\_

\_\_\_\_\_

Prelude Music: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Processional Music

Bridesmaids \_\_\_\_\_ Bride \_\_\_\_\_

Gathering Song (optional) \_\_\_\_\_ Hymn #: \_\_\_\_\_

Gloria (optional) \_\_\_\_\_

Opening Prayer: No. \_\_\_\_\_

## Liturgy of the Word (Lectors need to be properly trained, if not a regular lector at St. Patrick)

Old Testament Reading: No: \_\_\_\_\_ Proclaimed by: \_\_\_\_\_  
(Scripture passage)

Responsorial Psalm: (always sung) No: \_\_\_\_\_ Sung by: \_\_\_\_\_  
(Scripture passage)

New Testament Reading: No: \_\_\_\_\_ Proclaimed by: \_\_\_\_\_  
(Scripture passage)

Gospel Verse (Alleluia): (always sung) No: \_\_\_\_\_ Sung by: \_\_\_\_\_  
See page 17 of this document for options. (Scripture passage)

Gospel No: \_\_\_\_\_ Proclaimed by Presiding Priest/Deacon: \_\_\_\_\_  
(Scripture passage)

continued →

**Rite of Marriage**

Exchange of Consent: Form A only Needs to be Memorized

Blessing and Exchange of Rings: No. \_\_\_\_\_

Prayer of the Faithful: No. \_\_\_\_\_ Read by (if deacon not present): \_\_\_\_\_

Nuptial Blessing: No. \_\_\_\_\_

~ IF THE CEREMONY IS OUTSIDE OF MASS, PLEASE SKIP TO THE CONCLUDING RITE ~

**Within Mass - Liturgy of the Eucharist**

Music for the Preparation of the Gifts/Altar: \_\_\_\_\_ Hymn #: \_\_\_\_\_

Gift Bearers of the Bread/Wine – need to be Catholic and able to receive Communion.

\_\_\_\_\_

Prayer over the Gifts: No. \_\_\_\_\_

Preface: No. \_\_\_\_\_

Mass Setting: Holy, Holy; Memorial Acclamation; Great Amen; and Lamb of God

Mass of Creation \_\_\_\_\_ Mass of Light \_\_\_\_\_ Other \_\_\_\_\_

Sign of Peace:

Bride and Groom only \_\_\_\_\_ Couple to wedding party \_\_\_\_\_

Couple to wedding party and parents \_\_\_\_\_

Extraordinary Ministers of Holy Communion – need to be properly trained and appointed by the Bishop, if not a regular Extraordinary Minister of Holy Communion at St. Patrick.

\_\_\_\_\_

Communion Rite:

Music during Communion: \_\_\_\_\_ Hymn #: \_\_\_\_\_

Dedication to the Blessed Virgin Mary (optional) Yes \_\_\_\_\_ Music: \_\_\_\_\_  
No \_\_\_\_\_

Prayer after Communion: No. \_\_\_\_\_

**Concluding Rite**

Final Blessing: No. \_\_\_\_\_

Recessional Music: \_\_\_\_\_

**NOTES:**

A copy of this form must be given to the Clergy for approval and planning purposes.

# WEDDING MUSIC PLANNING SHEET

Bride: _____	Groom: _____
Phone: _____	Phone: _____
Fax or e-mail: _____	Fax or e-mail: _____
# of Attendants: _____	# of Attendants: _____
Bride's Mailing Address: _____	
Rehearsal date/time: _____	
Wedding date/time: _____	
Presider: _____	Cantor/Musician: _____

**Prelude Music** (Please select 4-8 songs. If desired, select one song for seating of the mothers)  
*Music before the wedding may be vocal, instrumental or a combination of the two. Music should be chosen from the repertoire (below) of sacred and liturgical music. Popular music or "show tunes" are inappropriate, even before the service.*

**Vocal**

- |                                    |                |
|------------------------------------|----------------|
| Wedding Song (There is Love)       |                |
| Set Your Heart on the Higher Gifts |                |
| Wherever You Go                    |                |
| Like a Seal on Your Heart          | Landry         |
| O Sanctissima                      |                |
| Ave Maria                          | Franz Schubert |
| Ave Maria                          | Bach/Gounod    |

**Instrumental**

- |                              |                 |
|------------------------------|-----------------|
| Simple Gifts                 | Wilbur Held     |
| Jesu, Joy of Man's Desiring  | J. S. Bach      |
| Wedding Song (There is Love) |                 |
| Prelude in C                 | J. S. Bach      |
| Traumerei                    | Robert Schumann |
| Nocturne Op. 9 No. 2         | Chopin          |
| Triumphal March              | Grieg           |
| Solemn March                 | Handel          |
| March                        | Handel          |
| March                        | Jeremiah Clarke |

*Other vocal or instrumental selections are available to fill the remainder of the time before the ceremony; please consult the parish organist for details. It is customary to meet with the organist to hear any selections that are unfamiliar. Selections not included here need to be approved by the clergy.*

**Prelude Music**

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## Introductory Rite

The two musical elements of the Introductory Rites are the processional music and the gathering song. The processional music accompanies the entrance of the ministers and bridal party. The bridesmaids enter accompanied by one song; the bride may enter with another song, as the Assembly stands. The Gathering Song (at Mass) helps to unify the Assembly and prepare them to celebrate together.

**Processional** (may select two: one for bridesmaids; one for bride)

Trumpet Tune	Jeremiah Clarke
Trumpet Voluntary	Jeremiah Clarke
Canon in D	Pachelbel
Processional	Purcell
Trumpet Tune	David N. Johnson
Processional of Joy (Ode to Joy)	Beethoven
Watermusic	Handel
Spring from The Four Seasons	Vivaldi
Jesu, Joy of Man's Desiring	J. S. Bach

### Processional Selections

Bridesmaids \_\_\_\_\_

Bride \_\_\_\_\_

Gathering Song \_\_\_\_\_

Greeting/Introduction

Gloria (can be sung) \_\_\_\_\_

Opening Prayer

## Liturgy of the Word

The Responsorial Psalm and the Gospel Acclamation are the two musical elements here. These are fundamental moments of the Assembly's participation in the Liturgy. A cantor should lead the singing of these parts of the Liturgy.

First Reading

**Responsorial Psalm** (select one) Full text can be found at [www.catholicweddinghelp.com](http://www.catholicweddinghelp.com)

- #1 Psalm 33 The earth is full of the goodness of the Lord.
- #2 Psalm 34 Taste and see the goodness of the Lord. OR I will bless the Lord at all times.
- #3 Psalm 103 The Lord is kind and merciful
- #4 Psalm 112 Blessed the man who greatly delights in the Lord's commands.
- #5 Psalm 128 Blessed are those who fear the Lord. OR See how the Lord blesses those who fear him.
- #6 Psalm 145 The Lord is compassionate toward all his works.
- #7 Psalm 148 Let all praise the name of the Lord.

Second Reading

### Gospel Acclamation

- Mass of Creation
- Mass of Light
- Celtic Alleluia
- Other

**Gospel Verse Selections** (select one)

- #1 Everyone who loves is begotten of God and knows God. (1 John 4:7b)
- #2 God is love. If God loved us, we also must love one another. (1 John 4:8b,11)
- #3 If we love one another, God remains in us and his love is brought to perfection in us. (1 John 4:12)
- #4 Whoever remains in love, remains in God and God in him. (1 John 4:16)

**Rite of Marriage**

Dialogue between Presider and Couple  
 Consent  
 Blessing & Exchange of Rings  
 Prayer of the Faithful (General Intercessions)

~ IF THE CEREMONY IS OUTSIDE OF MASS, PLEASE SKIP TO THE CONCLUDING RITE. ~

**Liturgy of Eucharist**

*The instrumental music or song used during the Preparation of the Gifts should be brief and end when the preparation of the bread and wine is completed. The acclamations of the Eucharistic Prayer (Holy, Memorial and Amen) are primary moments of congregational participation and are always sung. The Lord's Prayer is the universal Christian prayer, to be said or sung by all; therefore, solo versions are not acceptable.*

**Preparation of the Gifts and Altar** ~ (may be sung or instrumental music)

- Air, from Watermusic Handel
- Other appropriate instrumental music
- An appropriate selection from the parish hymnal or missal

Preparation of the Gifts \_\_\_\_\_

**Mass Setting:** *Holy, Holy; Memorial Acclamation; Great Amen; and Lamb of God*

- Mass of Creation
- Mass of Light
- Other

Lord's Prayer  
 Nuptial Blessing  
 Sign of Peace

**Communion Song(s)** (one or two songs chosen, depending on size of Assembly receiving Communion)

- I Received the Living God
- I Am the Bread of Life
- Gift of Finest Wheat
- Taste and See
- One Bread, One Body
- One Communion of Love
- An appropriate selection from the parish hymnal or missal

Communion Song(s) \_\_\_\_\_

Prayer after Communion

## Concluding Rite

Final Blessing  
Dismissal

## Recessional

Allegro Maestoso from <i>Watermusic</i>	Handel
Jesu, Joy of Man's Desiring	J. S. Bach
Trumpet Tune	Jeremiah Clarke
Ode to Joy	Beethoven
Spring from <i>The Four Seasons</i>	Vivaldi

Recessional \_\_\_\_\_

**Postlude** (optional music for departure of guests)  
Any instrumental selection from Prelude

## Notes

### Fees:

See Section on FEES AND STIPENDS in Wedding Policy for details.  
*All musicians must be paid before the ceremony.*

\_\_\_\_\_ Yes, I wish to retain the services of extra musicians for my wedding.

\_\_\_\_\_ No, I do not wish to retain the services of extra musicians for my wedding.

\_\_\_\_\_ Visiting clergy will be presiding at the wedding liturgy. I understand that a fee will be assessed for the organist of St. Patrick to attend the rehearsal to communicate the wedding policy and ensure that it is followed.

\_\_\_\_\_ I wish to retain the services of an organist outside of St. Patrick for my wedding.

\_\_\_\_\_ I wish to retain the services of outside musicians for my wedding. I understand that the pastor reserves the right to approve all musicians and music for all liturgical celebrations at St. Patrick. I understand that the pastor may also determine at any time that outside musicians are not suitable for playing at St. Patrick Parish.

\_\_\_\_\_  
Signature of Bride

\_\_\_\_\_  
Signature of Groom

Cc: Parish Musician  
Bridal Couple

# POLICY FOR FLORISTS

St. Patrick does not provide janitorial services on the weekends. It is therefore the responsibility of the florist or of the wedding party to remove all flowers, bows, potted plants by 4:00 p.m. on the day of the wedding. The following directives must be observed:

1. Floral arrangements in the sanctuary must consist of natural flowers and materials.
2. Florists will not move the altar furnishings or existing sanctuary arrangements to accommodate floral arrangements nor place anything on the Altar of Sacrifice.
3. The height of floral arrangements shall not exceed the height of the Altar of Sacrifice, which is 39 inches.
4. The flower girl or other bridal attendant is not permitted to drop flowers or flower petals in the main aisle during the processional.
5. Throwing rice, birdseed or any other objects is prohibited inside or outside of the church.
6. Pew markers/decorations may not be attached with tape because it damages the wood finish. Rubber bands are recommended.
7. No additional candelabras, lamps or candle arrangements from the florist are permitted.
8. No floral arches are permitted.
9. Decorating may begin at 12:30 p.m. on the day of the wedding.
10. Any natural floral arrangements must be left for the Altar as a gift to the church.
11. St. Patrick is not responsible for items left in the Church or Parish Center.

Florist \_\_\_\_\_

Company Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Names of the Bridal Couple \_\_\_\_\_

**I understand this policy and that if I violate any of it, the bride and groom will forfeit their \$100 deposit, and I will not be permitted to return to any weddings at St. Patrick Church.**

**We agree to the policy stated above:**

Bride or Groom Signature: \_\_\_\_\_ Date \_\_\_\_\_

Florist Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Please retain a copy of this agreement for your records. The parish will also keep a copy.*

# POLICY FOR PHOTOGRAPHERS & VIDEOGRAPHERS

We welcome photographers and videographers, both professional and amateur, for still pictures and videotapes. The Church itself is not a studio but a sacred place in which a community of believers worships. The photographer and videographer should keep this in mind as they plan all their decisions before, during and after the celebration of Marriage. The following directives must be observed.

1. Because the Sacrament of Reconciliation starts at 4:00 p.m. and Mass of the Sunday Obligation at 5:00 p.m., all photography must be finished by 4:00 p.m. for weddings on Saturday afternoon. **There are no exceptions to this rule.**
2. Wedding photographs may precede the marriage ceremony. At least fifteen minutes before the wedding begins, the photographing of the wedding party ceases. At this time, the photographer may check in with the priest/deacon who is officiating the ceremony for any specific instructions.
3. Photographers and videographers may not enter the sanctuary, which includes the areas inside the railings in front of the side altars. They may photograph from the side or rear of the Church only.
4. When the priest/deacon is at the pulpit for the Scripture readings or the homily, the photographer must be silent and still.
5. Formal portraits with studio equipment such as screens, props, etc., are not to be done in the Church but at home, the studio or the reception hall.
6. No Church furnishings are to be moved for pictures.
7. Flash photography may be taken during the processional and recessional only and not during the ceremony itself.
8. The photographer is not allowed to stop or slow the progress of the liturgy.
9. Photographers should be prepared to begin taking the formal pictures immediately after the wedding party leaves in the exit process.
10. Photographers and stationery video cameras are permitted in the choir loft of the Church as long as they are not on the organ or piano platforms or in the way of the organist and/or cantor.

Photographer \_\_\_\_\_

Company Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Videographer \_\_\_\_\_

Company Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Names of Bridal Couple \_\_\_\_\_

**I understand this policy and that if I violate any of it, the bride and groom will forfeit their \$100 deposit, and I will not be permitted to return to any weddings at St. Patrick Church.**

**We agree to the policy stated above:**

Bride or Groom Signature: \_\_\_\_\_ Date \_\_\_\_\_

Photographer Signature: \_\_\_\_\_ Date \_\_\_\_\_

Videographer Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Please retain a copy of this agreement for your records. The parish will also keep a copy.*

## **VISITING CLERGY AGREEMENT**

I agree to follow the wedding policy for St. Patrick Church as outlined in this packet. If special circumstances might warrant consideration, I will discuss with and gain approval from the Pastor of St. Patrick. I understand that a representative of St. Patrick will attend the rehearsal and discuss the following items with the bridal party:

- ✦ Policy on Alcohol, Drugs and Firearms on the church premises.
- ✦ Practices not permitted in the church before, during or after the ceremony:
  - ✓ No aisle runner
  - ✓ No rice, flower petals or bird seed
  - ✓ No gum chewing
  - ✓ No smoking
  - ✓ No guest book or receiving line
- ✦ No Unity Candle or variation of it before, during or after the rite of marriage itself.

I have read the St. Patrick Wedding Policy and agree to abide by them. **I understand this policy and that if I violate any of it, the bride and groom will forfeit their \$100 deposit, and I will not be permitted to return to any weddings at St. Patrick Church.**

*Signed:*

Clergy \_\_\_\_\_

Date \_\_\_\_\_

## **AGREEMENT**

Everyone who is to be married at St. Patrick is asked to sign an agreement for the use of the Church. The agreement concurs with the regulations stated in this booklet. St. Patrick reserves the right to cancel or postpone any scheduled wedding that deviates from this policy.

We understand that we need to turn in all policy forms in this packet with the appropriate signatures. We also understand that a \$100 deposit is required before the ceremony. The deposit will be returned if we clean everything ourselves and there is no damage to the property.

We understand that we are responsible for communicating all policies within this packet to the members of our wedding party. We understand and accept that, if the florist, photographer or visiting clergy (if applicable) violate any policies in any way on the day of the wedding, we will forfeit our deposit.

We have read the St. Patrick Wedding Policy and agree to abide by them.

*Signed:*

Bride \_\_\_\_\_ Date \_\_\_\_\_

Groom \_\_\_\_\_ Date \_\_\_\_\_