

CHECKLIST FOR THE COUPLE TO BE MARRIED

- _____ Establish your wedding date and time and clear it with priest/deacon AND Parish Office.
- _____ Contact our parish Wedding Coordinator, Sheila Tumminelli at 360-2580.
- _____ Obtain “Parish or Diocesan-Based Marriage Preparation” (Pre-Cana)/“Marriage Preparation for Couples Remarrying” schedules and register for one of these programs.
- _____ Obtain a Marriage Preparation Certificate upon completion of one of these programs.
(Give to priest or wedding coordinator.)
- _____ Obtain a newly issued Baptismal Certificate
(Catholic parties only)
(Give to priest or wedding coordinator.)
- _____ Contact Music Director for your wedding music consultation. (preferably at least two months before)
- _____ Make floral arrangements based on information given you by our wedding coordinator.
- _____ Arrange for photographer/videographer, and tell them to see the priest before the wedding.
- _____ Obtain a Marriage License from City/Town Hall.

ON THE NIGHT OF THE REHEARSAL, PLEASE BRING:

- Check for Remainder of Church Fee - \$375.
- Your Marriage License.
- Wedding Programs.
- Unity Candle, tapers and holders for all.
- Memorial Candle(s) and holders.
- Any other material needed for the wedding ceremony.

Revised April 2014

Wedding Guidelines



PEACE *of* **CHRIST PARISH**

ST. AMBROSE • ST. JAMES • ST. JOHN THE EVANGELIST

PHOTOGRAPHERS AND VIDEOGRAPHERS



Dear Friends,

Congratulations on your engagement!

Matrimony is a most important and sacred commitment to one another. As you prepare for your wedding celebration and married life together, we offer the following guidelines.

Certainly you want your wedding ceremony, here at Peace of Christ Parish, to symbolize the complete giving of yourselves to one another as wife and husband. It is during this special ceremony that your personal love and faith in Jesus Christ is publicly proclaimed in the presence of God and the Christian Community.

Fr. Robert Schrader

Pastor, Peace of Christ Parish

A. All photographers/videographers are to speak to the priest/deacon before the Mass/service.

B. **There MUST BE REVERENCE in all church areas AT ALL TIMES.** Please respect the dignity of the church.

C. We welcome you to return to the Sanctuary after the wedding service for photographs. However, please remember that the SANCTUARY IS NOT A SUBSTITUTE PHOTO GALLERY. **Please act in a way that shows your respect for the Lord.**

D. Many bridal couples are choosing to have their receiving lines at the reception hall rather than at church. This would allow more time for picture taking after the ceremony. **All photography and videotaping, however, MUST end ½ hour before the next service or within an hour of the end of the wedding ceremony if there is not a service following.**

REHEARSALS

A. Rehearsals usually last approximately 1 hour. They can be held any evening of the week that is agreed upon by the wedding couple and the wedding coordinator. All participants, including readers, must be present and **PLEASE BE ON TIME.**

MISCELLANEOUS

A. **The throwing of RICE, CONFETTI, BIRDSEED, BUBBLES, ROSE PETALS, ETC. is STRICTLY PROHIBITED** due to our insurance coverage.

B. **WE REGRET THAT WE MUST MENTION: THERE IS TO BE ABSOLUTELY NO DRINKING OR DRUGS ON CHURCH PROPERTY, IN CHURCH, OR IN CARS AT ANY TIME.** If any member of the wedding party arrives for the ceremony in an intoxicated or impaired condition due to alcohol or drugs, **THE CEREMONY WILL NOT BE PERFORMED.**

C. Pew decorations are not necessary, but acceptable. They must be affixed to pews using clips, ribbons or elastic. **NO wire or tape is allowed.**

D. The white runner is not a necessary item for a wedding. Many times they are an inexpensive plastic that catches the heels of shoes. Do not feel that you need purchase such a runner. If you do, though, the aisles are:

90 ft. (St. Ambrose), 79 ft. (St. James), 75 ft. (St. John).



OFFERINGS AND FEES

The TOTAL FEE for your wedding here at Peace of Christ Parish is \$675. This total includes a standard fee that the Bishop of Rochester has established along with fees for the cantor, church, organist, priest and wedding coordinator.

A \$300 deposit is due at your first meeting with our parish wedding coordinator.

The remaining amount of \$375 is due at the rehearsal.

[Checks should be made payable to Peace of Christ Parish.]

The **REMAINING FEE OF \$375 (as mentioned in “A” above)** and any other offerings should be brought to the church at the time of the **REHEARSAL** along with:

The Marriage License.

Unity Candle, tapers and holders for all.

Wedding Programs

Memorial Candle(s) and holders

Any other items needed for the wedding ceremony.

(E.g. Ring-bearer pillow)

PREPARING FOR YOUR WEDDING CEREMONY

You are looking forward to your wedding day as one of the happiest days of your life as a couple and we pray that it will be. It is our desire to make our part of the day - the church ceremony – spiritually meaningful and reverent, as well as beautiful.

To help you plan your arrangements, we offer these guidelines.

Since Matrimony is a sacrament, **we strongly encourage you to receive the Sacrament of Penance** on the Weekend before your wedding in preparation. It may help to write it in your calendar now.



PREPARING FOR THE WEDDING

A. It is important that either the bride or the groom be a registered parishioner of Peace of Christ Parish, unless permission is given by the pastor. If neither is a parishioner, permission will need to be obtained from the pastor of Peace of Christ Parish as well as from the pastor of the parish in which the bride or groom resides. The priest/deacon performing the ceremony should set the date and time of the ceremony. This date needs to be cleared with the calendar in Peace of Christ Parish office. The Bishop's guidelines require a 6-month preparation period prior to the wedding.

B. You are invited to have the Marriage Rite during the celebration of the Mass. If, however, you feel that due to circumstances a Mass is not desirable, a Wedding Ceremony without a Mass is also possible.

C. A relative or friend who is a priest or deacon is welcome to witness your vows. Please coordinate the date and time of the celebration with both the presider and a priest from Peace of Christ Parish. A priest from our parish usually fills out the paperwork. If the bride and groom both reside outside the diocese, their local priest should complete the paperwork and forward it to his diocese's Chancellor for forwarding to our Chancellor, who will then send it on to us at Peace of Christ Parish.

D. Generally, weddings are celebrated on Saturdays at 12:00 Noon or 2:00 P.M. The spacing allows for adequate time for the celebration. Times available on other days (e.g. Friday evenings) depend upon the schedule of parish events and of the priest/deacon.

E. **We ask that you please BE PROMPT for the rehearsal ceremony.** Being late for this is not fashionable, it is rude.

F. Attendance at **“Parish or Diocesan-Based Marriage Preparation” (“Pre-Cana Program”)** is required of both parties. You will be given a schedule of places and times by the parish wedding coordinator. “Marriage Preparation for Couples Remarrying” asks couples where one or both parties have been married before to meet with Diocesan Remarriage Mentors. The parish wedding coordinator has a list of approved mentor couples.

The **Marriage Preparation Certificate**, you receive at the conclusion of whichever of the above you attend, is then brought to the parish office within the month following the program.

Also, you will be contacted to set up an appointment to do FOCCUS. [Facilitating Open Couple Communication, Understanding and Study: an instrument to identify areas of the couple’s relationship for further exploration and discussion.] If you have not been contacted, please contact Sheila Tumminelli at 360-2580.

G. **A recently issued Baptismal Certificate is required of Catholics.** The baptismal certificate needs to be dated within six months of your arranging for the wedding. To obtain this, please contact the church where you were baptized. This is the responsibility of the couple. **ORIGINALS ONLY: photocopies are NOT acceptable.**

H. The outline of the wedding, including any special requests should be prepared by one month prior to your wedding and reviewed with the Parish Wedding Coordinator. If you have not been contacted to set up this appointment, please contact the Wedding Coordinator before printing the wedding programs.

I. **A New York State Marriage License must be obtained AT LEAST 24 HOURS BEFORE THE CEREMONY.** The license must be obtained by the couple and is valid for 60 days after it is issued. The Marriage License is to be brought to the church at the time of the rehearsal. New York State Law will **not allow** a marriage to be celebrated without a New York State License.

J. A Mass may be celebrated at an ecumenical or interfaith marriage if both parties desire, with due respect to Communion guidelines.

K. In order to provide a meaningful Mass/Service, the couple should select the appropriate Scripture readings, prayers and blessings in consultation with our parish's Wedding Coordinator. All readings, prayers and blessings are found in “Together for Life” book. Sunday weddings require the Sunday readings to be used.

MUSIC

A. The music for the ceremony should reflect your Christian values, enhance worship and inspire prayer. **ALL MUSIC AND OUTSIDE MUSICIANS MUST BE APPROVED BY THE PARISH MUSIC DIRECTOR, at least two months before the wedding.**

B. Contact the Music Director at least two months before your wedding.

1. At **St. Ambrose and St. James, contact Janet Andrychuk-Tedesco** at the office, 288-5000 Ext. 110 or at 865-8910.
2. At **St. John the Evangelist, contact Terry Keach** at the office at 288-5000 Ext. 122.

C. A parish cantor is provided for all weddings, and the cantor fee is included in total fee for weddings.

D. **Soloists and instrumentalists should be discussed with the Parish Music Director BEFORE contracting their services.**

E. **There will be an additional fee if extra rehearsal time is required.**

FLORAL ARRANGEMENTS

A. Flowers are the responsibility of the wedding couple. When there is more than one wedding on a weekend, couples may wish to share flowers and costs. Only candelabra approved by us at Peace of Christ Parish's three churches will be permitted in the sanctuary. During certain seasons of the year (Christmas, Easter, etc.), special floral arrangements may already be incorporated into the decoration of the church sanctuary. Flowers are not permitted during the season of Lent. Check with the parish wedding coordinator at each worship site.

B. Flowers are NOT to be placed on the altar table.