

# MARRIAGES AT SAINT FRANCIS DE SALES CHURCH

- **ADVANCE NOTIFICATION/INITIAL CONTACTS**

Archdiocesan guidelines provide that you need to notify us of your intention to marry at least six months in advance of the proposed wedding date.

- **DOCUMENTATION REQUIRED**

*The following documents are required to be completed and presented before your wedding:*

1. A baptismal certificate for each baptized person. For a Catholic, the certificate must be issued within six months of the date of marriage and must be issued "with notation." If notations are not recorded on the Baptismal Certificate, Certificates of First Holy Communion and Confirmation must also be presented.
2. The signed, sworn testimony of two competent witnesses attesting to the fact that the persons have never been married before and are therefore free to marry in the Catholic Church.
3. A dispensation from the Archbishop of Los Angeles must be obtained for a marriage between a Catholic and an unbaptized person, and permission must be obtained for a marriage between a Catholic and a person baptized in another Christian denomination.
4. In the case of a widow or widower, a certified copy of a Certificate of Death of the former spouse is required.
5. A letter of permission from the Pastor of a person who wishes to marry outside of his or her own proper parish.
6. A certificate of Completion of an approved Marriage Preparation Program.
7. The Marriage License. The couple wishing to marry is responsible for providing the Civil Marriage License, which must be given to the priest or deacon before the wedding, and no later than the wedding rehearsal. No Marriage will take place without the Civil License.

- **MARRIAGE PREPARATION PROGRAMS**

Couples can choose a Weekend for Engaged Couples or an all day Marriage Preparation class. These are given at varying locations and dates. The Archdiocese asks that this be completed in the first three months of the required six-month preparation time. A certificate is given upon completion, which you will then bring to our parish office.

- **LOCATION OF THE CEREMONY**

A wedding takes place in the parish of the bride. The bride, then, should be a resident of this parish. She should not simply live within the territorial boundaries of the parish but she should also be registered and be a practicing Catholic. In the case of a marriage between a Catholic and a person of a different faith, the Catholic person should be a resident of this parish.

- **DATES AND TIMES**

Because there are often several functions taking place on the same date at St. Francis de Sales, weddings will be scheduled on the dates and at times of the day which are available. Weddings may be scheduled on Saturdays between 10:00 A.M. and 2:00 P.M.

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Wedding rehearsals take place at a time mutually agreeable, taking into consideration the Church's schedule of events. Rehearsals normally take place on the evening of the Thursday or Friday immediately preceding the wedding. The Wedding Coordinator conducts the rehearsal, and should be contacted directly to arrange the rehearsal.

It is important that the rehearsal and the wedding begin on time. This provision will be strictly adhered to because of other events scheduled. The wedding party should arrive no later than one-half hour before the scheduled time of the wedding.

- **MARRIAGE BY VISITING PRIEST OR DEACON**

You may elect to have your own priest or deacon officiate at your wedding. They must be clergy in good standing and must receive delegation from the Pastor of Saint Francis de Sales.

- **LITURGY**

The wedding liturgy, whether a Mass or a Service of the Word, is a public act of worship of the whole Church. Due regard must be given, therefore, to ensure that the ceremony conforms to the norms laid down by the Church and that an attitude of respect and reverence for the sacred place and the presence of the Eucharist be adopted by all. It is appropriate, and you are encouraged, to invite family members or friends to share in your wedding by reading the Scriptures. These choices should be made on the basis of the person's ability to proclaim the Word of God. You will be given some suggested passages of Scripture to choose from in order to help you find the readings most special to you as a couple.

- **WEDDING COORDINATOR**

Our wedding Coordinator will be glad to assist you with any additions you wish to make to the Liturgy of Marriage. For example, you may wish to include an ethnic custom such as the Lasso or Arras; the wedding candle ceremony; or placing a bouquet on the Blessed Mother's altar. Our wedding coordinator, Tina McConnell, is available to assist you and she can be reached at (818) 342-5233.

- **MUSIC/ORGANIST**

Mr. Stephen Park is the parish organist. The Wedding Coordinator will notify Mr. Park that you wish him to play for your wedding. Arrangements can be made with him directly regarding your choice in organ music.

Mr. Park can be reached at (310) 215-9892 after 6:00 P.M.

- **DECORATIONS**

If you wish to have your own flower arrangement please consult with our Wedding Coordinator. No arches or trellises are permitted in the church, as this is a distraction during the ceremony. Our church is carpeted, therefore we do not allow aisle runners. For the sake of cleanliness, we also do not permit any flower petals, confetti, rice, or anything else to be thrown inside or outside the church. Bows with clips are permitted on the pews, but must be removed immediately after the ceremony. We encourage you to keep the decorations simple. Please advise your florist to check with the wedding coordinator for the time to set up. Usually it is 30 to 60 minutes before the wedding. Call Tina McConnell (818) 342-5233.

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- INVITATIONS AND PROGRAMS

Wendy Dougan is a parishoner who is available to create custom invitations and wedding programs to be handed out in the church. She also designs menus and placecards for your reception.

Please call her at (818) 755 - 7987 or visit her website at [douganfarms.com](http://douganfarms.com).

- PHOTOGRAPHERS/VIDEO CAMERAS

Many people take pictures during the wedding to remember the day. This is fine. However, to preserve the solemnity of the occasion, certain rules must be followed. No flash pictures are to be taken in the church at any time.

Only the professional photographer and video person may be given discreet access to the immediate area surrounding the Sanctuary. The video camera may be set up on a tripod and left there throughout the ceremony. If the video camera person wishes to move around, he or she must remain outside the Sanctuary. Guests will not be allowed to enter the Sanctuary at any time since it is an infringement of the sanctity of the occasion, as well as a distraction to the celebrant. The Sanctuary is the elevated carpeted area around the Altar.

The official still photographer may take pictures of the wedding party as they process down the isle. Under no circumstances is he or she to halt the procession at any time.

Photographs may be taken in and around the Church before and after the wedding providing that no other ceremonies are scheduled. In any event, photographs should be concluded within 15 minutes following the ceremony.

- FEES

The following fees are to be paid no later than the time of the Rehearsal:

Church Stipend - \$650.00

Celebrant – The Church Stipend is part of the ordinary income of the parish. Your celebrant does not receive a fee for officiating at your ceremony. If you wish to make a separate donation for his services, please feel free to do so on the day of the wedding.

Parish Organist - \$150.00 – no guest organist are permitted.

Parish Soloist(s) - \$150.00

Altar Servers - \$10.00 donation for each altar server for his or her services.