

Saint Michael Parish

A Catholic Marriage Checklist

One year or more before your wedding:

Complete and Return Marriage Registration Form/ Register for Evenings for the Engaged
Address any previous Marriages and obtain required Tribunal Paperwork
Meet with Steward for Weddings & Special Events to begin paperwork
Submit payment to reserve Wedding date if applicable

4-6 Months or more before your wedding:

Schedule meeting with Priest or Deacon to review the FOCCUS
Obtain baptismal records from the parish of baptism for bride and/or groom
Complete the FOCCUS premarital inventory

3 Months or more before your wedding:

Meet with the Wedding Coordinators to discuss options for the wedding liturgy
Review Together for Life and select scripture readings and options
Contact Steward for Music Ministry to request a music tape and to start planning your music

2 Months or more before your wedding:

Finalize the details of the wedding liturgy
Be sure all documentation is completed and sent to St. Michael Parish
Turn in all forms to Steward for Weddings & Special Events in the Parish Office (Baptismal certificates, Engaged Encounter Certificate, Form 29.2)
Your civil license can be secured at the County Auditor's office – valid for 60 days. You both must be present to apply
If not using parish musicians, confirm that your musicians have contacted the Steward for Music Ministry and all music has been approved – Must be approved at least one month prior to wedding day

1 Month or more before your wedding:

Prepare, review and print worship aid or program (if you plan to have one)
Discuss parish guidelines with florist, photographer and videographer

2 Weeks before your wedding:

Final meeting with Wedding Coordinators
Bring entire Marriage License package to this meeting with Wedding Coordinators
Send scripture readings and Prayers of the Faithful to Lectors
All remaining fees are to be paid no later than two weeks prior to the wedding day
Review checklist of items you plan to bring to the church on the wedding day

1 Week before your wedding:

Remind everyone in the wedding party of the rehearsal day and time

Bring to the rehearsal:

The marriage license

Bring to the wedding:

The rings