

# ***Preparing For Marriage and Your Wedding Liturgy***



***Saint Michael Parish  
Olympia, Washington***



Dear Couple,

Congratulations on your decision to get married! You have asked to celebrate your marriage in the Roman Catholic Church at Saint Michael Parish. We rejoice with you. Weddings are special and joyful times not only for you the bride and groom and their families and friends but also for the faith community of the entire parish. A wedding is a new beginning, filled with love, promises, and hope. The celebration of marriage is a special and grace-filled time in our lives. The Church welcomes you to celebrate and solemnize their weddings in the context of our prayer as Christians.

Great care is taken to see that the prayer for this special moment is reverent, graceful, beautiful, and open to the movement of God's Spirit among us. Our celebrations of the sacraments, marriage included, are always rooted in listening to the scriptures, so that we can be nourished and strengthened by God's word. Always, we celebrate the sacraments as a community. We gather our brothers and sisters in faith and ask for their prayerful support. To be complete, these celebrations are filled with sung prayer, with prayerful gestures, and with the silence in which we hear the voice of God in our lives.

In this spirit, Saint Michael Parish provides this booklet for planning weddings in our church.

The Parish Liturgy Staff  
The Wedding Liturgy Coordinators

*Revised 2017*

# ***Introduction***

During the process of preparing for your wedding, the Parish Liturgy Staff, and the Parish Wedding Coordinators will be meeting with you to help ensure that your wedding runs smoothly.

## ***The Parish Liturgy Staff*** (360) 754-4667

Fr. Jim Lee, Pastor

Parochial Vicar – Assistant to the Pastor

Deacon Rob, Deacon Ronnie, Deacon John

Andrew Casad, Steward for Christian Initiation and Matrimony – Ext. 127

*\* Andrew Casad will refer you to a Wedding Liturgy Coordinator*

Elizabeth Lyons, Steward for Marriage Preparation – Ext. 119

Andrew Goldstein, Steward for Music Ministry – Ext. 140

Michelle Clinton, Steward for Liturgical Ministry – Ext. 111

## ***The Wedding Liturgy Coordinators***

Sean Johnson and  
Dorothy Espedal-Johnson (360) 236-0277

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# Parish Liturgy Staff

After you have met with the Steward for Christian Initiation and Matrimony, completed the Marriage Preparation Evenings, completed your paperwork, and the FOCCUS questionnaire has been processed, you will be responsible for calling the Parish Office to schedule a time to meet with a parish *Priest or Deacon*. At this meeting, you will review the results of your FOCCUS questionnaire; discuss your relationship, and the spiritual preparations necessary for marriage.

The priest or deacon will also discuss your family circumstances to help you determine the celebration of the matrimony with or without Mass. (The determining criteria centers on what form of liturgy will best enable a particular wedding assembly to celebrate with you.)

Both of you will meet with the *Wedding Liturgy Coordinators* to plan the wedding liturgy. The role of the coordinators is to help you finalize decisions on the Scripture readings, procession, vows, environment and ministers. The Wedding Liturgy Coordinators are the liaisons between you and the Parish Staff. They will work with you to prepare for the wedding rehearsal and the wedding liturgy. They direct the rehearsal, and oversee the photographers, florists, and wedding party on the day of the wedding. You may direct to them any questions or concerns that are related to the wedding liturgy or etiquette. (See Appendix 1 for a full description of their responsibilities.)

You are responsible for contacting The *Steward for Music Ministry* who will guide you in selecting music within the liturgy. She will respond to particular requests regarding the celebration of your marriage at Saint Michael Parish and will give final approval of selections to ensure that they are within liturgical norms. (See page 7 for more details.) It is your responsibility to contact the Steward for Music Ministry as soon as possible, no later than three months prior to the wedding.

You are encouraged to take advantage of all the parish has to offer in helping to make your wedding a sacred and joyful celebration. Please refer to Appendix 2 of this booklet for a calendar to help you in the process.

We invite your questions and comments. If possible and within good liturgical practice, cultural and family traditions will be considered.

**In return, we ask your openness to the ritual of the church and the customs of our parish. Most importantly, remember that the wedding ceremony is an act of worship.**

# *Marriage Preparation*

## Evenings for Marriage Preparation

Because the Church cares deeply about the formation of a new family, one that is a reflection of the relationship between Christ and the Church, couples have a right to proper formation for the lifelong obligation they are undertaking.

At Saint Michael Parish, we offer a series of Evenings for Marriage Preparation in the fall and again in the spring. We suggest these be taken as soon as possible, well in advance of the wedding. The topics to be covered in these sessions from a Catholic Christian perspective are:

Communication  
Sacrament of Marriage  
Building a Domestic Church  
Stewardship and Finance  
Theology of the Body

To register for a Marriage Preparation Series, complete and return the Marriage Registration Form on the parish website, [www.SaintMichaelParish.org](http://www.SaintMichaelParish.org). Once this form is received and processed, you will be contacted confirming your registration for the series you indicate. The current calendar is available on the website.

***\*\*If either party has been in a previous Marriage, whether Catholic or not, please contact the Steward for Sacramental Prep as soon as possible.\*\****

# Planning the Wedding Liturgy

There are three forms of the Order of Celebrating Matrimony: *The Rite Within Mass*, *The Rite Without Mass*, the *Rite for Celebrating Marriage Between a Catholic and Catechumen or a Non-Christian*.

The book Together for Life will help you to decide which form of the Rite of Marriage is most appropriate for your wedding, and will then walk you through how to best plan your liturgy. <http://togetherforlifeonline.com/>



Weddings at Saint Michael Parish are celebrated according to the rituals of the Roman Catholic Church. Non-scriptural readings are not allowed during the Liturgy of the Word. This first part of the liturgy is when we listen to the inspired Word of God. If you have other texts that are important to you, consider including them in your printed program or at your wedding reception.

You will make your decisions in consultation with the priest or deacon who is assisting you in the preparation for your marriage. Many of your questions may be answered [here](#) and on the FAQ page in your Together For Life book.

As you begin planning, it helps to know that your wedding liturgy will be very much like a Sunday or daily Mass. At a wedding there is a:

- Procession
- Opening prayer
- Scripture reading by a lector
- Psalm
- Second scripture (optional)
- Alleluia
- Priest reads the Gospel
- Homily
- Rite of Marriage
- Intercessions
- Liturgy of the Eucharist (omitted if wedding is celebrated outside of Mass)
- Nuptial Blessing
- Final Blessing

When ministers of other Christian denominations or other faiths are taking part, the appropriate adaptations will be made after consultation between our pastor, the minister, and the two of you.

# *The Ministers for the Celebration*

In the Roman Catholic tradition, the ***Bride and Groom*** minister the sacrament of marriage to each other. A priest or deacon, and at least two witnesses, are also required to be present. Both witnesses must be at least 12 years of age.

Ordinarily, one of our parish priests or deacon is the **presider** at weddings celebrated in the parish. On occasion, a couple may have a priest or deacon relative or friend whom they want to include in their wedding. If so, please submit this request when you return your Wedding Planning Worksheet. You will need time to petition for our pastor's approval and time for the proper paperwork to be processed through the Archdiocesan Office of the Vicar for Clergy. Visiting priests and deacons are asked to observe archdiocesan and parish customs regarding the celebration of the sacraments.

The parish has an abundance of ***Music Ministers*** who can provide sung prayer, as well as instrumentation – organ, piano, flute, guitar, violin, cello, etc. The *Cantor* leads the assembly in sung prayer, including the Psalm and Alleluia. You are encouraged to use parish music ministers as they are familiar with our worship space, sound systems, instrumental options and are experienced in liturgy. For information about professional fees for use of parish music ministers, see page 13. If you request a music minister other than one who serves in our parish (a friend, relative or professional), the parish Steward for Music Ministry will meet with that musician to explain parish policy on liturgical music, in general, and wedding music, in particular. Musicians must be musically competent and respectful of the Roman Catholic traditions and of our parish policies. Music at any liturgy is meant to lead or encourage others in prayer, not to entertain. All music at a wedding, as at any liturgy, is performed live. **Pre-recorded music is inappropriate, and therefore, not used.**

***Lectors*** proclaim the Old and New Testament readings you choose, as well as the Prayer of the Faithful. If you wish to ask friends or family members to serve in this ministry, they should be Christians who can proclaim God's word effectively and reverently. **At a Mass, all Lectors must be Roman Catholics.** Those who serve in our parish as Lectors are also available to serve in this ministry at wedding celebrations. They may be contacted through the Steward for Christian Initiation and Matrimony. The coordinators will provide copies of the readings, so the Lector(s) can prepare. Lectors must be at the wedding rehearsal to practice in the worship space with our sound system.

If a wedding is to be celebrated with a Mass, there will be a need for ***Ministers of Holy Communion*** and ***Altar Servers***. Servers assist the priest at the altar. Extraordinary Ministers of Holy Communion join the priest (and deacon) in distributing Holy Communion to the faithful. Those who already serve in these ministries in our parish are available to serve at weddings; they may be contacted through the Steward for Christian Initiation and Matrimony. If your friends or family members are Extraordinary Ministers of Holy Communion or Altar Servers in their home parishes, they may serve at your wedding, provided they attend the wedding rehearsal so they are



familiar with the worship space and our parish communion procedure. At a Mass, **Gift Bearers** bring, from the assembly to the priest at the altar, the bread and wine that will be consecrated. Gift Bearers may be any family members or friends who will be receiving holy communion.

The Maid or Matron of Honor and Best Man are **Witnesses** to the sacrament of marriage.

It is a gracious gesture for all family members of your wedding party to be **Ministers of Hospitality**, by greeting guests as they gather to celebrate. The Groom's attendants might formally seat guests or they might be invited to seat themselves. We encourage a balanced seating arrangement for the guests, rather than seating all guests on the "bride's or groom's side," and risking an awkward disproportion.

Ring bearers and flower girls are not ministers, although they are traditionally included in weddings. If you want to include children in your ceremony, please consider their age and whether their presence will add to or detract from the joyful solemnity of the wedding celebration. Young children's participation is ordinarily limited to the procession. If a ring bearer is used, it is suggested that the actual rings be left with the Best Man, and the ring bearer carry substitute rings. However, if the ring bearer carries the rings, he/she transfers the rings to the Best Man near the front pew during the procession. **We ask that flower girls do not drop petals of any kind during the procession.**

Candle lighters are often used. The candles are lit immediately prior to the seating of special guests and beginning of the procession.

The unity candle is not part of the Roman Rite for Marriage; therefore this symbol is not necessary. However, couples desiring to incorporate this symbol into the Celebration of Matrimony will need to express this to the Wedding Coordinators for planning. An appropriate time would be after the exchange of vows.

There are many ethnic cultural traditions worth considering, but each one needs to be discussed with your presider who will decide its appropriateness. Such customs include the tradition of the *arras* and *lazo* or taking flowers to the Blessed Mother. The important consideration is the way in which the tradition serves the liturgy and expresses the reality of the union of two individuals. You may want to consider the history of the custom and whether or not it contradicts the equality of the couple.



# *The Rehearsal*

The Wedding Coordinators will direct the rehearsal. They will give a brief overview of the liturgy to help everyone understand the prayerful nature of the celebration and their individual role in the liturgy. The wedding party will walk through the liturgy and will practice the Celebration of Matrimony. If desired, there will be a tour of the facilities, including dressing areas and rest rooms. The wedding day timetable will be reviewed. Finally, the bride, groom, and two witnesses will sign the marriage certificate.

The priest and parish ministers, including parish musicians, do not attend the rehearsal. Guest musicians or outside presiders are welcome to attend to familiarize themselves with our space.

Please remind all members of the wedding party, including the ministers, to be present for the rehearsal and to arrive on time. Invite them to arrive half an hour early if you would like time for visiting in the Gathering Space prior to the rehearsal. Typically, the rehearsal takes place the evening prior to your wedding with an average time of **one hour**.



# *The Wedding Entrance Procession*

The Entrance is an important part of any wedding liturgy. It is the final act of gathering the assembly for worship. The order for the procession at the beginning of the wedding celebration takes the form noted in the *Order of Celebrating Matrimony*.

**Both of you** will be part of the procession, thus showing your mutuality in conferring the Sacrament of Matrimony on each other. Each of your parents has contributed to your formation leading up to this day. By including the parents of the bride **AND** the groom, the procession reflects the reality that a new family is being created from two existing families. We are sensitive to step parent situations and will work with families so that all parties are comfortable. **Option 1** reflects the preferred processional form.

## **Option 1**

*(front of procession)*

Cross Bearer  
Lector  
Presider  
Groom's parents  
Bride's parents  
Bridesmaids and Groomsmen (as pairs)  
Bride's witness and Groom's witness  
Bride and Groom

## **Option 2**

*(front of procession)*

Cross Bearer  
Lector  
Presider  
Bridesmaids and Groomsmen (as pairs)  
Bride's witness and Groom's witness  
Mother\* - Groom - Father\*  
Mother\* - Bride - Father \*

## **Option 3**

*(front of procession)*

Cross Bearer  
Lector  
Presider  
Mother\* - Groom - Father\*  
Bridesmaids and Groomsmen (as pairs)  
Bride's witness and Groom's Witness  
Mother\* - Bride – Father\*

## **Option 4**

*(front of procession)*

Cross Bearer  
Lector  
Presider  
Mother\* - Groom - Father\*  
Bridesmaids and Groomsmen (as pairs)  
Bride's witness and Groom's witness  
Bride - Father\*

(The Bride's Mother is seated before procession begins)

*\*And or close family member/friend*

For each option, ring bearers and flower girls will process before the Bride, then be seated with their parents. After processing into the church, the Cross Bearer and Lectors are seated in the assembly, and the Lectors come forward to read. The Bride and Groom are seated in chairs in front of the center pews. For Mass, their witnesses and attendants are seated in the second row of pews, and parents are seated in the third row of pews.



# Music

Catholic liturgy is carefully designed to offer glory, honor, praise, and thanksgiving to God. Music is essential to all parish celebrations. You will be asked to choose liturgical music which glorifies God and speaks of God's covenant with the Church, the image for marriage. God's role in the relationship is the focus, and music emphasizes the sacredness of the wedding celebration. The lyrics should focus on our God who IS love, and not just on the love between man and woman. (Since popular songs and Broadway show tunes generally are not liturgical, those songs are not used in the liturgy but may be used at the reception or rehearsal dinner).

Ordinarily, the Steward for Music Ministry is the accompanist for all weddings at Saint Michael's and the cantor is chosen from our current roster of music ministers. If you wish to have family members or close friends provide music, they should be familiar with Catholic liturgy. Cantors must be Catholic and have received the Sacrament of Confirmation. All music ministers must be approved by the Steward for Music Ministry.

There are many types and styles of music suitable for a wedding liturgy. You have invited guests to share in this day with you and the preference is that the assembly of the faithful gathered for your wedding will join to sing songs of prayer to God. You may refer to the Breaking Bread Book in our pews, which is our hymnal. As noted earlier, you will meet with the Steward for Music Ministry who will help you plan your music and give final approval for all selections. The following questions (from "Music in Catholic Worship," The Liturgy Documents) will give you a sense of the framework from which music in Catholic worship is chosen:

- 1) Musical judgment: Is the music technically, aesthetically, and expressively good, irrespective of musical idiom or style?
- 2) Liturgical judgment: Is the music's text, form, placement, and style congruent with the nature of liturgy?
- 3) Pastoral judgment: Will it help this community to pray?

Here are some specifics to keep in mind, as you choose music. Prelude music (when guests are being seated) is typically instrumental. If you plan on including guest musicians, the prelude is a good time for them to sing or play; then they can join the assembly before the wedding procession. For Processional music (when Cross, Presider, ministers, wedding party and couple enter), Entrance Hymns from Breaking Bread or classical pieces are appropriate. Non-liturgical music such as Wagner's Bridal March from "Lohengrin" (Here Comes the Bride) and Mendelssohn's Wedding March from "A Midsummer Night's Dream," which are popularly

associated with non-church weddings, are not used. The Cantor leads sung prayer. The Psalm is usually responsorial in style, where the assembly is invited to echo a sung refrain, or can be sung as a solo if the wedding is outside of Mass. The Gospel Acclamation is a short, sung alleluia, usually with a scripture verse. If the alleluia is not sung, it is omitted. The music for the Liturgy of the Eucharist (the Holy, Holy, Mystery of Faith, Great Amen, and Lamb of God) is always sung. For a Mass, you will choose a Communion song. The Our Father is always spoken during the wedding liturgy. This may be the only prayer in which all or most of your guests can comfortably share. A Recessional may be instrumental or a hymn. We encourage the active participation of all those who gather for the celebration. They come as witnesses and will join in prayer for you and in praise of God.

A Program for Worship can help wedding guests participate in song and spoken prayer. The program should contain the basic outline of the wedding liturgy: Entrance Rite, Liturgy of the Word, Rite of Marriage, Liturgy of the Eucharist (if your wedding is celebrated with Mass) and Concluding Rite. It also can include the titles of the music. The music for the psalm and gospel acclamation is available and may be included if desired. Page references to the "Breaking Bread" should be made, rather than reprinting its music. If music is reprinted, be aware the parish has paid for permission to reprint most music in worship aids used in parish liturgies. To comply with US Copyright Law, you must include the copyright reference in your program. This information is available from the Steward for Music Ministry. While citation of the scripture readings is appropriate, the actual text and the priest's prayers should not be included. The words for the Our Father may be included. You may also wish to include the names of individuals who will serve as ministers in the liturgy.

# Facilities

The Downtown Church or Westside Chapel are available options for celebrating the Sacrament of Marriage. The Downtown Sanctuary seats approximately 850 people. Small weddings are held in the St. Joseph Chapel, which seats approximately 60 people. Parking is available in an off-street parking lot on the south side of the church building. The Westside Chapel seats approximately 400 people. Parking is available in the lot connected to the Chapel.

Dressing areas will be available for the bride and her attendants, and the groom and his attendants. You will be reminded to remove all personal items, particularly valuables, from the dressing areas before the wedding. We suggest you store them in your car trunk, or leave them with someone in the church.

Your final timetable will be worked out with the Wedding Liturgy Coordinators. Parish facilities are available three hours before the ceremony. A sample timetable for a 2:00 wedding is:

11:00 - 12:00	arrive, dress at church, flowers delivered
12:00 - 1:30	photography (1 ½ hours)
1:30 - 2:00	quiet time for wedding party
2:00 - 2:45	wedding liturgy
2:45 - 3:00	clean-up

Because of other scheduled parish activities, we are unable to accommodate receptions and any desired changes to the timetable must be discussed in advance with the Wedding Coordinators.

Saint Michael's facilities and grounds are **no smoking** areas. **No alcoholic beverages are to be present on church premises prior to or during the rehearsal or wedding. The presence of alcohol calls into question the validity of the marriage; therefore, the Wedding Coordinators and the Presider have the right to cancel the ceremony if alcohol is present.** It is your responsibility to communicate this policy to your wedding party.



# *Wedding Flowers and Decorations*

The color and tone of the environmental design in the church are dependent on the liturgical season. The liturgical colors are evident in the priest's vestments, book covers, and altar linens. During Ordinary Time, green is used; during the Easter season, white and gold are prominent; at Pentecost, red is used. The Coordinators can give you an idea what the environment will be on your planned wedding day, so you will have the opportunity to coordinate your colors. If you wish, you may make an appointment with the Steward for Liturgical Ministries to review the actual banners the parish uses. We recommend the couple visit the church at least two weeks prior to determine the existing environment.

All permanent environment items such as the altar, ambo (pulpit), and other furniture may not be moved. We ask that there be no flowers on the processional cross as they may contradict the liturgical season.

In addition to corsages, boutonnieres and bouquets, you may desire to place floral arrangements in the church. The following are guidelines when making plans with your florist; however, we suggest you confirm with your Coordinator prior to ordering your flowers.

Flowers, plants and trees are particularly appropriate for the decoration of liturgical space, since they are natural and are always discreet in their message. Live plants, such as fuchsias and ferns, can be used later to decorate your home or could become gifts to special helpers. **Artificial flowers are not allowed.**

**The baptismal font is a sacred space; therefore, arrangements are not placed on the font,** but rather are appropriate on the floor at either end of the font. We ask that you keep the floor along the sides of the font clear to ensure access to it.

In the sanctuary, floral arrangements may be placed in the following locations, similar to Mass arrangement:

- Near the ambo (pulpit). Maximum height is 42 inches.
- Near the presider chair. Maximum height is 42 inches.
- On either side of the Crucifix, behind the altar.

Altar candles are always lit during the wedding. The Paschal (Easter) candle is also lit at weddings. Candelabras may be used. Placement is to be discussed with and approved by the coordinators. Dripless, smokeless candles are required. Drip sheets are available and must be used.

Floral arrangements should be completed and delivered to the church just prior to the start of photography. There should be no preparation of floral arrangements in the church. Any arrangements or stands placed on the hardwood floor must be set on sheets of heavy plastic; the church has several sheets available. Flowers or bows may be used to decorate the ends of pews. If used, these decorations should be used at regular intervals, enhancing the whole worship space, not just the first several pews. There are 11 pews on each side of the center aisle. Do not use tacks, nails, putty, or tape, which can cause damage. Pew clips can be purchased at Michael's or Jo-Ann's or borrowed from the church.

A table for a guest book and/or programs will be available in the Gathering Space. Flowers and/or a special tablecloth might be placed on the table, as a gracious sign of welcome. Wreaths, garland, and arches are not recommended. The reception is also a good place for the guest book. The railings leading to the body of the church may be decorated but keep in mind their purpose is to assist those who need them to negotiate steps.

Please note, delivery of flowers or other environmental supplies must be arranged with the coordinator ahead of time. **Parish staff will not accept delivery of any items for the wedding.**

The main aisle of the church is carpeted; aisle runners may not be used due to the risk of injury.

We appreciate all couples' desire to decorate the church environment for their wedding and ask them to respect the parish facility. If items are brought to the church that the coordinators deem inappropriate or are not within the guidelines, they will not be used. In general, a good rule of thumb to follow is "less is more."



We welcome any floral arrangements you may wish to leave in the Church after the wedding for the Sunday liturgy. We also respect your plans to take your flowers to your reception. Please notify the coordinators if you plan to leave any arrangements.

The throwing of rice, birdseed, confetti, or flower petals is a safety hazard, environmentally unsound, and not allowed. The use of bubbles is also a hazard. At the rehearsal, the coordinators will remind your wedding party of this policy. In the event your guest(s) fail to observe this policy, clean up is the responsibility of the wedding party.

Your wedding coordinators will provide you with a letter stating the rules regarding floral decorations. It is your responsibility to ensure the florist receives this letter.



# *Photography and Videography*

Posed, professional photographs may be taken in the sanctuary, starting two hours before the ceremony. Please ask your photographer(s) to check in with the Wedding Coordinators upon arrival. We ask that your photographer and wedding guests remember that the Church is sacred space and is treated with respect. Please notify your photographer that photographs taken prior to your celebration must be completed and all camera equipment moved to the back of the church 30 minutes before the ceremony. \*\*Due to other scheduled events, there is not enough time to take pictures in the church after the ceremony.\*\* However, the gardens may be used.

During the ceremony, pictures (**non-flash**) and/or video camera footage may be taken from the back of the church. No additional lighting may be used during the ceremony. Cameras must remain in one place throughout the liturgy. (Photographers are not free to roam about the church during the liturgy and may not impede the flow of the procession.) Photographers are professionals and are expected to recognize this is a religious ceremony in a sacred space. This is NOT a photo shoot. Failure to follow these guidelines will result in the photographer not being welcome at Saint Michael Parish; being asked to leave, and not return in the future.

A letter stating the photography/videography guidelines is available from the Wedding Coordinators. It is your responsibility to ensure the photographer and videographers receive this letter.

# Associated fees

The fee schedule for weddings celebrated at Saint Michael Parish is as follows:

## Church Fee

This fee is applied to the costs of the facilities, staff assistance in preparation for your celebration, and the ongoing work of the parish.

**Parishioners\***                      **Complimentary**  
(\*registered Partners in the Mission as defined below)

**Non-Parishioners**                      **\$500**

***This fee is due to the Parish Office in order to reserve your wedding date and is fully refundable up to two months prior to your ceremony.***

## Other Fees Associated with your Ceremony

- Wedding Liturgy Coordinator (Required) - \$150 for parishioners and \$300 for non-parishioners
- Sacristan (with Mass) - \$50
- Altar Servers (with Mass) - \$10 each
- Organist/accompanist - \$200
- Cantor (leads singing) - \$150
- Solo Musician (Flute, Violin etc.) - \$150
- Clean up Deposit (See explanation on page 14) - \$100

All professional fees are **due two weeks prior** to your wedding date. **Prepare separate checks/ cash payments for each individual; deliver payments to the Coordinators, who will see that payments are distributed.** If there are any questions or financial problems with regard to the professional fees, a satisfactory arrangement can be worked out between you and the appropriate professional.

If you wish to express your appreciation to your presider, a gift certificate is appropriate as our priests have chosen not to accept stipends for sacramental services. If you have a visiting presider, please speak with him personally. It is not customary to pay the Lectors or Eucharistic Ministers, however, many couples do write thank you notes to these ministers.

\*Attend and participate weekly in the sharing of the Sunday Eucharist at Saint Michael, give of their time and talent on a regular basis, have current Sacrificial Giving pledge cards and Time & Talent commitment forms on file with the parish (renewed annually), and regularly (weekly) financially support the mission and ministries of the parish through the Sunday and Holyday envelopes.



# *Clean-up after the Liturgy*

You will be asked by the coordinators to designate at least two reliable adults to be responsible for clean-up.

You are responsible to see that all programs, wrapping, flower boxes, garment bags, hangers and other refuse are removed from the Gathering Space and dressing rooms. It is also your responsibility to remove bows, programs, guest book, gifts, etc. from the Church immediately after the wedding. Floral arrangements may be donated to the church, if discussed with your Wedding Coordinator. If, in the process of decorating for your wedding, you moved or changed anything, please return it to its original state before you leave.

Because there are usually other activities scheduled in the Sanctuary and these activities need to start on time, you need to completely vacate the Sanctuary on Friday evening by 9:00 pm; Saturday morning by noon if your wedding is at 11am; Saturday afternoon by 3:00 pm if your wedding is at 2pm.

**The clean-up fee is fully refundable if all expectations are followed.**

# ***Frequently Asked Questions***

## **Can we get married in the Catholic Church if one of us is a baptized Christian but not a Catholic?**

Yes, when two baptized persons marry, they vow to live a sacramental marriage within the Church. This is why the Church asks you to promise to baptize your children and raise them within the Catholic faith community.

If your fiancé is not a baptized Christian, then the parish may invite him or her to explore joining the Church. If there is interest, they will ask that he or she begin the RCIA process in order to enter into communion with Christ and the Church. Since Matrimony is a sacrament of the Church, baptism is a prerequisite requirement. Without baptism and entrance into the Church, you cannot receive the other sacraments. Since the Church recognizes baptism from other Christian denominations as valid, it also recognizes the marriages between any two baptized individuals whether they were Catholic at the time they were married or not.

## **Can we get married in the Catholic Church if one of us is divorced?**

Yes, you may, as long as the previous marriage has been declared null or invalid by the Catholic Church or the former spouse has died. A statement of legal divorce is not enough for a couple to enter into another sacramental bond of marriage.

Couples who were previously married can go through the annulment process so that they can enter into a sacramental marriage through the Church. An annulment does not undo a marriage. It is a declaration that the previous marriage was not sacramental because there was something standing in the way of the couples entering freely into the covenant relationship in the first place.

The first step is to speak with the pastor of your parish. A parish minister will help you through the process and make sure that the necessary steps are taken and documents are provided so that the diocesan marriage tribunal can consider your request for an annulment.

## **Can we get married in the Catholic Church if we haven't been confirmed?**

For a Catholic to participate in the sacrament of matrimony, he or she must have received the sacrament of confirmation, the completion of the sacrament of baptism. According to Canon Law (Cn 1063), "Catholics who have not yet received the sacrament of confirmation are to receive it before they are admitted to marriage if it can be done without grave inconvenience." So you can say that it is possible, but highly improbable, that you will be able to get married without receiving the sacrament of confirmation first. Although canon law does not absolutely require that a Catholic be confirmed in order to get married, it is very likely that most pastors and dioceses do.

# ***Appendix 1***

## ***Wedding Coordinator***

### ***Description of***

### ***Responsibilities***

After the Wedding Coordinators have been assigned a wedding, the Coordinators will:

- A. Contact the couple to answer any initial questions and provide a contact number
- B. Help the couple plan their wedding liturgy (using the Together for Life book)
  - a. Assist with selection of readings
  - b. Refer couple to the Steward for Music Ministry. Coordinators are not responsible for forwarding music selections to the Steward for Music Ministry.
  - c. Notify Steward for Christian Initiation and Matrimony what liturgical ministers will be needed for the celebration (Lectors, Sacristan, Eucharistic Ministers, Altar Servers)
  - d. Notify Steward for Christian Initiation and Matrimony if there will be an outside presider
- C. Plan the logistics of the wedding day
  - a. Arrival time for delivery of flowers and who will receive them
  - b. Unlock the church and welcome the wedding party and photographer
  - c. Confirm guidelines with photographer and videographer
  - d. Be available to answer questions and be of assistance prior to celebration
  - e. Confirm designated people for clean-up
  - f. Check and lock church after the wedding
- D. Collect and distribute fees to the appropriate person(s)
- E. Coordinate the rehearsal including locking and unlocking the building
- F. Gather the marriage license and other civil documents
- G. Coordinate the wedding liturgy the day of the wedding
- H. Ensure completed marriage documents are returned to parish office for recording

# Appendix 2

## Calendar

At least **6 months** before the planned wedding date:

- Complete & Return Marriage Registration Form
- Make an appointment with Steward for Christian Initiation and Matrimony to begin paperwork and complete FOCCUS questionnaire, pay Church fee
- Schedule wedding date and rehearsal with Steward for Christian Initiation and Matrimony
- Make an appointment and meet with the parish priest or deacon to review FOCCUS
- Send requests for current baptismal certificates
- Schedule to attend Evenings for the Engaged
- Refer questions to Steward for Christian Initiation and Matrimony

At least **3 months** before wedding day:

- Review Together for Life and select scripture readings and options
- Meet with Wedding Coordinator to plan liturgy
- Contact Steward for Music Ministry to begin planning your music

At least **6 weeks** before wedding day:

- Turn in all forms to Steward for Christian Initiation and Matrimony in the Parish Office (Baptismal certificates, Evenings for the Engaged Completion Certificate, Form 29.1 and 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

At least **2 weeks** before wedding day:

- Meet with Wedding Coordinators
- Bring entire Marriage License package to this meeting with Wedding Coordinators
- Send scripture readings and Prayer of the Faithful to Lectors
- Fee payments are to be paid no later than **two weeks prior** to the wedding day
- Remind everyone in the wedding party of the rehearsal day and time
- Review checklist of items you plan to bring to the church on the wedding day

Rehearsal Day: \_\_\_\_\_ Time: \_\_\_\_\_

Wedding Day: \_\_\_\_\_ Time: \_\_\_\_\_

Wedding Liturgy Coordinators: \_\_\_\_\_

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

# ***Appendix 3***

## ***Sample Liturgy for Wedding Outside of Mass***

### **GATHERING RITE**

**PRELUDE:** Soft instrumental music on organ or piano or a solo

**PROCESSIONAL:** Bride/Groom each with parents, “Jesu, Joy of Man’s Desiring”

**GREETING**

**OPENING PRAYER**

### **LITURGY OF THE WORD**

**FIRST READING:** Genesis 1:26-28, 31a (B-1)

**PSALM: Psalm 128:** Blest Are Those Who Fear the Lord (C-5)

**SECOND READING:** 1 Corinthians 12:31-13:8 (D-5)

**GOSPEL ACCLAMATION:** Alleluia (E-3)

**HOMILY**

### **RITE OF MARRIAGE**

**EXCHANGE OF VOWS (Consent):** H-1 (Recited after Presider)

**BLESSING AND GIVING OF RINGS**

**PRAYER OF THE FAITHFUL**

### **CONCLUDING RITE**

**THE LORD’S PRAYER** (Optional outside of Mass)

**NUPTIAL BLESSING**

**FINAL BLESSING**

**RECESSIONAL:** “Trumpet Voluntary” by Jeremiah Clarke, played on organ

# **Appendix 4**

## **Directions to Church**

Saint Michael Parish – *Downtown Campus*  
1055 Boundary St SE, Olympia, WA 98501

Saint Michael Parish Office  
1208 11<sup>th</sup> Ave SE, Olympia, WA 98501  
(360) 754-4667  
[www.SaintMichaelParish.org](http://www.SaintMichaelParish.org)

### I-5 Southbound to Exit 105B

Stay right on off-ramp, towards “Port of Olympia”  
Move into far right turn lane  
Turn right at traffic light onto Union Street  
Turn right at traffic light onto Eastside Street  
Drive one short block - turn left onto 11<sup>th</sup> Avenue  
Turn left on Boundary Street and then left into the church upper parking lot

### I-5 Northbound to Exit 105

Stay right on off-ramp towards “Port of Olympia”, to Henderson Blvd.  
Turn right onto Henderson Blvd.  
Drive about ½ mile  
At traffic signal, turn left (Plum Street) and immediately move into far right turn lane  
Turn right at traffic light onto Union Street  
Turn right at traffic light onto Eastside Street  
Drive one short block – turn left onto 11<sup>th</sup> Avenue  
Turn left on Boundary Street and then left into the church upper parking lot

Saint Michael Parish – *Westside Chapel*  
1835 Overhulse Rd NW, Olympia, WA 98502

Take I-5 North or South Exit 104 onto US 101 NORTH  
Take third exit (Evergreen State Parkway/Mud Bay Road)  
Stay left as exit forks and follow signs marked Evergreen State College  
Turn right at the first intersection onto 17<sup>th</sup> Avenue  
Go three-tenths of a mile. Chapel is on the left – before Overhulse Road