

THE SACRAMENT OF RECONCILIATION

Please set aside time to make a good Confession so that you may receive the Sacrament of Marriage in the state of grace.

WEDDING INVITATIONS/BOOKLETS

The address of our Church is 120 Jerome Avenue. If you are planning on printing a booklet for your wedding ceremony, please show the priest a copy of it before printing so any potential errors in it may be avoided.

PARISH OFFERING

In addition to our *Director of Music*, we have secured the services of a *Wedding Coordinator* and a *Sacristan* to conduct the Rehearsal, and prepare the church for you and clean up after you leave.

- In order to defray these expenses, we request an *Offering* of \$800.00.
- A *gift* for your two assigned *Altar Servers* would be appreciated.
- Your donation not only defrays expenses but is a gift in thanksgiving to God for the gift of your Marriage.

SAFETY CONCERNS

- *No* cloth or plastic runners are permitted in the center aisle of the church.
- The use of balloons and the throwing of rice, confetti, flowers, rose petals or bird seed in the church, on the church steps or on the plaza is *not permitted*.
- *No* beverages of any kind are allowed inside or around the church.

Congratulations on your decision to be married here in our Parish.

Enclosed please find the universal requirements of the Catholic Church and the policy of the Archdiocese of New York for all engaged couples. We also include our own Parish protocol.

We would like you to know that we are here for you. Do not hesitate to call upon us.

As you prepare for the Sacrament of Marriage, we pray that you may grow closer to our Lord and His Church. We encourage you to pray together and attend Sunday Mass as a couple so as to build your Marriage on a spiritual foundation.

May your Wedding Day be prayerful, joyful and memorable.

THE RITE OF MARRIAGE

Your vows may be exchanged at a *Ceremony* or a *Mass*. Nuptial Masses will be celebrated on Friday or Saturday only. Time factors, the guests in attendance, your religious traditions and whether or not you attend Sunday Mass regularly should be considered in making your decision. Please inform your photographer and limousine rental of your responsibility to arrive on time.

DAYS AND TIMES

Weddings may be scheduled in our parish *only* at the following times:

| Friday | Saturday | Sunday |
|-----------|------------|-----------|
| 3:30 p.m. | 12:00 p.m. | 3:30 p.m. |
| 5:00 p.m. | 1:30 p.m. | 5:00 p.m. |
| | 3:00 p.m. | |

It is our policy to schedule weddings *at least one year in advance*.

MARRIAGE PROGRAMS

The Archdiocese of New York offers a variety of preparatory programs. We will supply you with the booklet from the *Family Life – Respect Life Office*. After reading over the booklet you can register on line or by mail. We also recommend your enrolling in *Natural Family Planning* classes.

DOCUMENTS NEEDED

If you are a Catholic:

- Letter from parents/family member stating that you have never been married.
- newly-issued Baptismal Certificate, dated within 6 months of wedding.
- copies of Certificates of your First Communion and Confirmation

If you are not a member of our Parish:

- Letters of Permission *and* Letter of Freedom from the Parish where the bride resides
- Letter of Freedom from the Parish where the groom resides

If you are not a Catholic:

- copy of your Baptismal certificate
- notarized letter stating that you have never been married

If you are not a Christian:

- notarized letter from parent(s) stating that you have never been married.

PRE-MARITAL INVESTIGATION

Once you have the church documents, and completed Pre-Cana, contact us for a formal interview. Documents will be placed in a permanent file. In certain cases, a Dispensation may be needed from the Archdiocese of New York.

CIVIL LICENSE

The license is procured from the *County Clerk* of any of the five boroughs of New York City or one of the upstate counties. Once you receive the License, which is valid for 60 days, contact us so that we may place it in your file. The license is signed by the Priest or Deacon, the couple and witnesses and returned to the County Clerk by the Parish. The Parish issues you an official certificate.

LITURGY

Set up an appointment with us to guide you in selecting the prayers, readings and vows found in the booklet that you received at the Marriage Preparation Program. *The Wedding Offering is due at this meeting.*

REHEARSAL

Please contact our Wedding Coordinator **Mrs. Fran LoCasto** at (718) 987-8641. She will schedule a date and time for the rehearsal.

MUSIC

Refer to the attached guidelines pamphlet. Contact **Mr. Rick Meditz**, our Director of Music at (718) 266-6943 for a meeting. The music chosen for the wedding liturgy must follow the guidelines set down by the Archdiocese of New York. Any and all music must be submitted and approved prior to the wedding and printing of the wedding booklet, if the couple desires to have one. This is regardless as to whether or not a guest singer/organist is being employed by the couple.

FLOWERS

Deliveries are to be made one half hour before your wedding.

PHOTOGRAPHS/VIDEO

Please remind them to speak with us concerning respect for the sacredness of the church building.