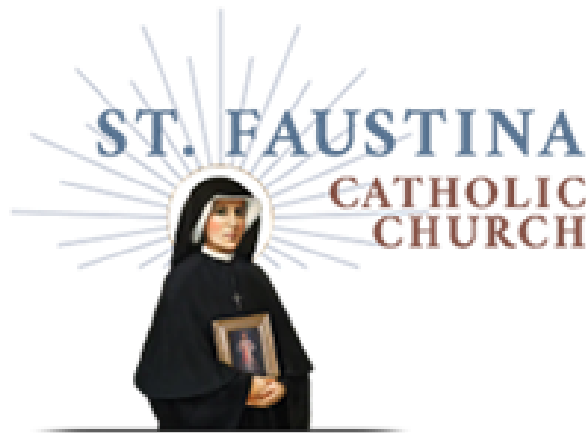




Wedding Ceremony Planning & Preparation Policy



St. Faustina Catholic Church
15551 N. Boggy Marsh Rd.
Clermont, FL 34714
352-515-9297

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Welcome!

“This is the day that the Lord has made; let us rejoice and be glad.”

(Ps. 118:24)

Congratulations on your engagement! Your decision to enter the Sacrament of Marriage is a life-long partnership and testament of faith, hope, and love shared between you, your spouse, and God.

In the Catholic Church, a Christian Marriage is a sacred covenant established by God through which a man and a woman form an intimate communion of life and love together – It is God’s design for life. The sacrament signifies the union of Christ with the Church. It gives spouses the grace to love each other with the love with which Christ has loved his Church; the grace of the sacrament thus perfects the human love of the spouses, strengthens their indissoluble unity, and sanctifies them on the way to eternal life.

This period of engagement is an important time to deepen your love and help further, establish the foundation for the rest of your life in marriage. In this time, your commitment to one another will deepen by working together in preparation for the celebration of your wedding through the careful exploration and discussions centered on the realities of marriage. It is a time for richer dialogue, greater trust, and fuller sharing of your deepest and more personal hopes, dreams, and values.

To assist you during this exciting time, we present the following policy intended to ensure a joyful, reverent, and prayerful celebration of the Sacrament of Marriage within the context of the Church’s prayer. These materials are meant to help you prepare not only for the wedding day but for marriage, a lifetime experience of hope and joy, a faithful promise you have both chosen to offer and receive “in good times and in bad, in sickness and in health,” to love and honor each other all the days of your lives! PLEASE READ CAREFULLY!

On behalf of St. Faustina, once again, congratulations, and we look forward to journeying with both of you in these days of preparation, knowing the good God has promised each of us.

Warmest Regards,
St. Faustina Liturgical Team

Preparation Process and Required Documentation

Meetings with Priest or Deacon

These will include an initial appointment and a final appointment before the wedding. Couples who wish to celebrate their marriage ceremony at St. Faustina must contact Kelly Mucci, Director of Music and Liturgy, at least six (6) months before your anticipated marriage date. Though not required, couples are encouraged to register at St. Faustina and attend Mass regularly. At least one of the parties seeking marriage at St. Faustina must be a baptized Catholic.

Required Documentation & Programs

At your initial meeting with the priest or deacon advises you of required paperwork, which includes:

Paperwork

The following documentation will be required to complete your marriage file. In most cases, the documents collected for your file **WILL NOT** be returned.

1. **Baptism Certificate:** The Catholic party must present a recent copy of your Baptism certificate from the church of your baptism, and it must be no more than six months old before your wedding date. The certificate must be an original document, not a copy or FAX. You can obtain it by calling or writing the church of Baptism and asking that they send it to you.
2. **Non-Catholic Baptized Christian (if available):** Copy of Baptism certificate.
3. **Confirmation Certificate (if available):** We will accept a “copy” of the original. (Even if you were confirmed at St. Faustina, we would appreciate you looking up your certificate and making a copy.)
4. **Witness Forms:** Two each “Testimony of Witness to Prove the Freedom to Marry” (Form B) (Please choose someone who has known you most of your life, parents, grandparents, siblings, or godparents. You cannot share or use the family/friends of your proposed spouse.) Take care of this early in the process of your marriage preparation. Each copy must be notarized and returned before we will assign a Fully Engaged inventory.
5. **Dispensation:** A Catholic must obtain permission from the Bishop to marry a non-Catholic. The parish office staff facilitates this paperwork, which takes about six weeks to complete.

Preparation Process and Required Documentation

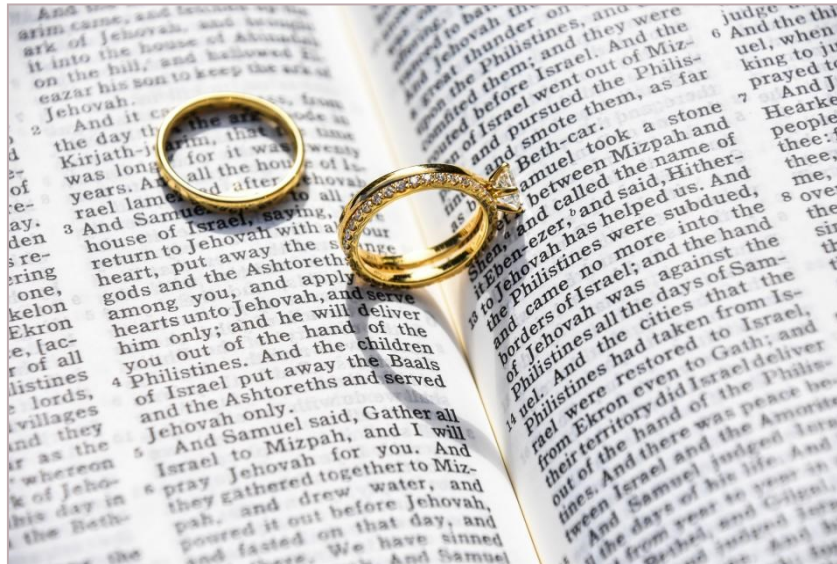
6. FOCCUS Inventory: A tool to help couples explore the many dimensions of their relationship and married life together. Further, it is a self-diagnostic inventory to help you target and work through issues important to marriage, such as parenting, dual-career marriages, lifestyle expectations, extended family, and values.

Pre-Cana-Day Program

See the Diocese's schedule at <https://www.orlandodiocese.org> for the Pre-Cana or Catholic Engaged Encounter Weekend and call the Family Life Office at the Diocese of Orlando, 407-246-4930.

Mass Attendance

During preparation, you are encouraged to attend Mass each week, centering on Jesus and His place in the love relationship of a married couple. Catholic couples are strongly urged to avail themselves of the Sacrament of Reconciliation during preparation and are required to receive reconciliation before their marriage.



Preparation Process and Required Documentation

Scheduling

We will not set a wedding date, not even tentatively, until the couple has received permission from the Priest or Deacon and then verified with the Director of Music and Liturgy. (We must enter this date into the scheduling for the entire campus.) Please DO NOT print wedding invitations, secure vendors, or reserve a reception site until a date is verified.

1. The times for Saturday weddings are 11:00 a.m. and 1:00 p.m. There are NO exceptions to these times. NO Weddings are celebrated on Sunday.

2. Scheduling THE WEDDING CEREMONY DATE

After your initial meeting with the Priest has been completed, he and/or the Director of Music and Liturgy will assist in scheduling your wedding date. Once the date has been finalized, the Director of Music and Liturgy will assist in the liturgical planning.

3. Scheduling THE REHEARSAL DATE

Customarily, you would schedule the rehearsal date the day before the Wedding Ceremony. It is YOUR responsibility as a couple to ensure that all persons in the wedding party arrive on time for both the rehearsal and the wedding ceremony. You will have ONLY the hour to rehearse. Rehearsals are (30-45) minutes long, and ALL wedding attendants MUST attend; this includes reader(s), Gift Bearers, Bridal Party, Parents, and Ushers. Rehearsals will begin promptly at the specified rehearsal time. In addition to reminding the wedding party to be on time, please remember to bring your wedding license and any other applicable items needed for the wedding day. Please note: You must complete your marriage preparation file **TWO MONTHS before the wedding date**. Payment, in full, is required at the Wedding Rehearsal, there are **NO EXCEPTIONS!**

We prefer that the Priest/Deacon who prepares you also presides at the Wedding. Sometimes, there are circumstances why that particular priest or deacon may not be available. Please discuss directly with the Priest or Deacon assisting you during preparation.



Preparation Process and Required Documentation

Delegation and Vetting of Good Standing

In the event of a celebrant outside the Diocese of Orlando, he must request from the Chancellor of his Diocese a Letter of Suitability and submit this to the Diocese of Orlando, Office of the Chancellor of Canonical Affairs, at PO Box 1800, Orlando, FL 32802-1800. He should do this as soon as possible, preferably early in his acceptance of celebrating the marriage, so that the Diocese can review and approve the request. He must also send a copy to St. Faustina, attn: Pastor, with a letter requesting delegation to celebrate a particular ceremony.

Marriage License

Priest or Deacon cannot perform a wedding ceremony without this document. You must bring the marriage license to the rehearsal and give it to the Priest or Deacon OR Director of Music and Liturgy during the rehearsal.

Mass with Holy Communion, or Liturgy of the Word Ceremony

After meeting and consulting with the priest who will preside at the wedding, the couple will determine if the marriage will be celebrated in the context of a Nuptial Mass (with Communion) or a Liturgy of the Word Marriage Ceremony (without Communion). In consultation with the presiding celebrant, the determining criteria will center on the bride and groom's religious background and which form of liturgy best accommodates the assembled guests to celebrate their unity. St. Faustina is fully committed to making all our guests feel welcome and brothers and sisters in God, joining in the prayer of this joyous occasion. At the same time, it would be a disservice to pretend as though differences and divisions within our Christian faith family and with other traditions do not exist. Specifics you should ask yourself:

1. Are those attending a part of the Catholic faith, or will many other Christian or non-Christian traditions be represented?:
2. Will the Mass celebration with communion prohibit many of your family and guests from feeling fully welcome and participating? While we do all we can to overcome differences and divisions, we choose instead to focus on what unites us at this moment of joy, welcoming all to your celebration of unity. With this in mind, we recommend the following formats for your liturgical service:

Liturgical Considerations

MASS WITH COMMUNION

For a Catholic marrying another Catholic. Both families and guests are significantly practicing Catholics

CEREMONY WITHOUT COMMUNION

For a Catholic marrying a Non-Catholic Christian, for a Catholic marrying a person of another Faith Tradition, or if there are children in the Wedding Party.

Readings

We will provide you with a resource book, "Together for Life," which contains those scripture readings most appropriate for use at weddings. In consultation with the Director of Music and Liturgy, you will select three passages from scripture. We cannot permit the reading of non-scriptural readings or poems in place of the scriptures. We celebrate weddings at St. Faustina under the Roman Rites of the Catholic Church. Keep in mind this is a sacrament of the Catholic Church, and the bride and groom may not read any vows that they have privately written.

Flowers to the Blessed Virgin Mary

This has been a custom retained by various Catholic cultures. You may choose to include this ritual in your ceremony if you have a devotion to the Blessed Mother.

Cultural Wedding Traditions

The “arras,” “lazo,” and similar elements are great gifts for many different cultures. In celebrating our diversity, we recognize their value as an integral part of your heritage. However, in the spirit of good order and noble simplicity, which has always characterized the Roman Rite, we ask that the couple carefully consider the number of primary and secondary sponsors they invite to participate in the liturgy when including these cultural options.

Wedding Attire

We ask that you use discretion in selecting your wedding attire. When in doubt... remember, your wedding day is a sacred celebration. The bridal party should wear suitable attire that speaks to the holiness and sanctity of marriage.

Logistical Considerations

Limited space

Because of the limited space, the entire bridal party, including the Bride, must arrive at Church already dressed in their wedding garments (30) minutes before the ceremony. We have a small classroom, the Bride and her bridal party can wait until the ceremony begins.

Get Me to the Church on Time!

Those are not idle words...and apply to rehearsals and weddings. The Bridal party **MUST** arrive at the Church early on your wedding day. You have the use of the Church one hour before the start time and one hour after the ceremony.

Keep in mind that any outside professional wedding consultants or coordinators you retain operate solely within the permission and instructions of the parish Director of Music and Liturgy, who has complete supervision of the rehearsal, ceremony, sanctuary, and celebration of your wedding at St. Faustina. If you have contracted someone else to help with your wedding, please understand that this person's responsibilities do not pertain to the liturgy and that they are not to interfere in any way with the duties of St. Faustina's liturgical team, including the preparation, rehearsal, and celebration of the liturgy. Keep in mind that our parish staff coordinates many weddings each year and is experienced with the specifics of wedding liturgies celebrated at St. Faustina.

Parking is available in the church lot with wheelchair and disability access available

Changing rooms are not available, so please arrive already dressed in wedding attire, but no earlier than 30 minutes before your ceremony.



Music

Music for the wedding should be planned jointly by the couple in consultation with the Director of Music and Liturgy.

To prevent any setbacks with the musical choices for your ceremony, do not make any musical plans without first consulting the Director of Music and Liturgy.

Remember that the Sacrament of Marriage is a sacramental celebration. Therefore, one of the basic principles that should influence your selection of music is whether the music is indeed liturgical. No matter how meaningful they may be to you, popular songs and secular music are inappropriate during the liturgy. They may be more appropriately performed at your wedding reception. For the wedding liturgy, you'll want to emphasize sacred music, which derives its context from scriptural and liturgical sources and, by its very nature, enhances your union with the liturgical rites being celebrated.

The music must also be fitting and appropriate for our liturgical space and within the norms of our regular parish music program.

The Director of Music and Liturgy and the Presiding celebrant must approve your selections before the ceremony. They use the following criteria: Is the music's nature sacred or classical, and is it appropriate to a Sacramental Wedding or Liturgy? (Any secular or "popular" love song is better suited for the Wedding reception.) Music in the following categories is not appropriate for a liturgical celebration and, therefore, NOT permitted:

1. Any secular music, as it neglects the sacred union of the couple and/or God.
2. Popular musical favorites that merely recall sentimental, personal associations. This type of music you may reserve, more appropriately, for the wedding reception.
3. Recorded music (CD's, DVD's, tapes) In the case of requested music that is not on our provided list (page 11), the final decision as to the appropriateness of the piece of music will belong to the Director of Music & Liturgy AND Presiding celebrant from St. Faustina Catholic Church. Ceremonies celebrating marriage outside of Eucharist are still celebrations of the wedding sacrament. Therefore, the above principles still apply.

Music Policy

MUSIC STAFF

The Director of Music & Liturgy serves as principal organist and pianist and Vocal Soloist/Psalmist at all weddings.

While there may be an opportunity to invite a guest musician or musicians, the cost of the services provided by the Director of Music and Liturgy will remain. The Director of Music and Liturgy is entrusted with the responsibility of determining the suitability of musical selections within the context of the Roman Catholic wedding liturgy and must approve all music and musicians chosen for the ceremony. The Director of Music also bears the essential responsibility of ensuring the proper performance and timing of the various musical portions of the wedding liturgy. All weddings must have at least an accompanist (pianist/organist) and a cantor (vocalist), of whom both will be St. Faustina musicians. Then, if desired, we may consider adding additional instruments! Some popular options for additional instruments include violin, cello, string trio/quartet, flute, oboe, trumpet, etc. The Director of Music is happy to gather availability and pricing for any desired added contracted musicians for your consideration.

PLEASE NOTE: The Director of Music and Liturgy will facilitate any desired addition and/or coordination with guest musicians. Private arrangements with other musicians should not occur, except those directly made by the Director of Music and Liturgy. Additional fees would apply.

I
A - ve Ma-rí- a, *grá-ti- a ple-na, Dómi-nus te-cum,
benedícta tu in mu-li- é-ribus, et bene-díctus fructus
ventris tu- i, Je-sus. Sancta Ma-rí- a, Ma-ter De- i, o-ra
pro no-bis pecca- tó-ribus, nunc et in ho- ra mortis nostræ.
Amen.

St. Faustina Catholic Church Music Suggestions

Prelude Music: Usually begins 15 -30 minutes prior to the Processional. Instrumental pieces are appropriate during the prelude. The following selections represent appropriate pieces for the prelude:

- “The Prayer of St. Francis”
- “The Prayer”- Foster
- “In Christ Alone”- Getty/Townsend
- “The Blessing”- Cody Carnes
- “Your Love is Extravagant”- Casting crowns
- “Beautiful is Your Love”- Blakesley
- “Set me as a Seal”- Maher
- “On This Day O Beautiful Mother”-Traditional

Pieces suitable for the Processional include:

- “Ode to Joy”- Beethoven
- “Canon in D”- Pachelbel
- “Prelude in C”- Bach
- “Trumpet Voluntary”- Clarke
- “Trumpet Tune”- Purcel
- “Prince of Denmark’s March”-Clarke
- “Jesu, Joy of Man’s Desiring”-Bach
- “Hallelujah”- Leonard Cohen
- “For the Beauty”-Traditional
- “Christ Be Our Light”-Farrell

St. Faustina Catholic Church Music Suggestions

Some suggestions for Responsorial Psalms are:

- “God’s Love is Everlasting “ from Psalm 136 - Tomaszek
- “Let All the Earth” from Psalm 96 - Angrisano
- “This is the Day” from Psalm 118 - Any setting
- “Taste and See” from Psalm 34 - Angrisano
- “Loving and Forgiving” from Psalm 103 - Soper
- “The Lord is Kind and Merciful” from Psalm 103 - Any setting
- “Blessed are Those Who Love You” from Psalm 128

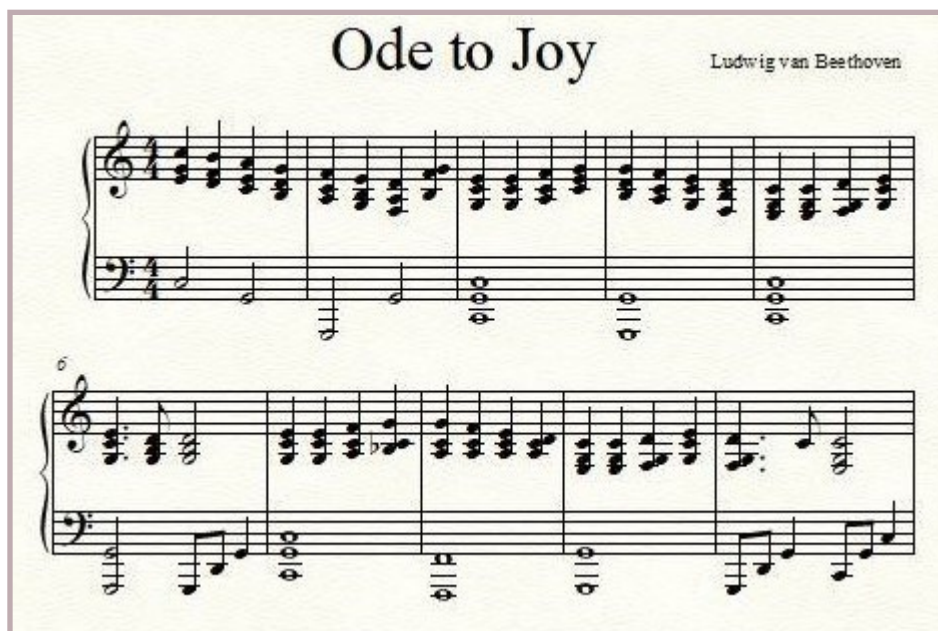
Suggestions for the Offertory and Communion, include:

- “Behold the Lamb”- Willett
- “Bread of Angels”- C. Stephan
- “Panis Angelicus”—Aquinas
- “Here I Am”- Booth
- “Hold on to Love”- Manibusan
- “Para Amar Como tú”- Manibusan
- “I am the Bread of Life”- Angrisano/Booth
- “One Bread, One Body”- Foley
- “We Remember”- Haugen
- “We are Many Parts”- Haugen
- “Table of Plenty”- Schutte
- “Ubi Caritas”- Hurd
- “Pan de Vida”- Hurd
- “10, 000 Reasons”- Redman
- “Remembrance”- Maher
- “Taste and See”- Hurd
- “On Eagle’s Wings” - Joncas
- “Prayer of St. Francis”

St. Faustina Catholic Church Music Suggestions

Pieces for the Meditation or Presentation of flowers to the Blessed Mother, include:

- “Ave Maria”- Schubert
- “Ave Maria”- Bach or Gounod
- “Hail Mary, Gentle Woman”- Landry
- “On This Day O Beautiful Mother”- Traditional
- “Recessional” - Instrumental
- “Wedding March”- Mendelssohn
- “Ode to Joy”- Beethoven
- “Jesu, Joy of Man’s Desiring”- Bach
- “Trumpet Voluntary”- Clarke
- “All Creatures of Our God and King” - Draper
- “Christ Be Our Light” - Farrell
- “Trumpet Tune”- Purcel
- “How Great Thou Art” - Boberg
- “On Eagle’s Wings” - Joncas



Photography and Decorations

Photographers and Videographers and their assistants will respect the sacredness of the religious event and the church as a house of worship. As assumed professionals, they are asked to act and behave discreetly and reverently, taking care not to damage furniture or draw attention to themselves by standing on pews or placing their equipment. They will be held accountable for any damage caused.

Please also advise them that they must meet with our Director of Music and Liturgy before the ceremony to review our procedures with these principles in mind:

During the Ceremony

Flash photography may not occur during the ceremony, nor can photographers or videographers deploy extra lighting equipment. Additionally:

- No one may be in the main aisle during the wedding processional.
- Photographers and equipment in the raised sanctuary area of the Church are prohibited.

After the Ceremony

The wedding party may return for pictures.

- A late start to your wedding will result in shortened or no photographic opportunities so as not to delay the next liturgy. Photographers can use flash and other lighting equipment at this time. Gently remind your photographer(s) and guests that St. Faustina's prohibits flash photography during the ceremony under Diocesan guidelines.

Flowers

You can provide flowers for the Church on the day of the wedding, but it is unnecessary. If you arrange for your flowers, please consider if the selected arrangement(s) are befitting of a sacred space.

- Arrangements may be placed low and in front of the altar, never upon the altar itself or taller than the altar table. (which is a symbol of Christ himself and a permanent reminder of his self-sacrifice for our salvation).
- Your florist is to provide any stands or pedestals used.
- Church decorations, flowers, or arrangements already present for a particular liturgical season may not be moved or removed for ANY reason.

Photography and Decorations

No Altar candles proper to the Church may be moved or removed, and for safety reasons, we do not permit the use of additional candle stands.

You may use pew-end decorations. However, you must never block the pews using ribbons, cords, strings, etc.

Pinning, gluing, nailing, tacking, taping, and stapling are not permitted to attach decorations. However, you may use elastic bands, plastic pew clips, or ribbons.

Wedding Financials

Registered Parishioners

The fee for Registered Parishioners, defined as “couples actively attending and registered at St. Faustina Catholic Church for at least six months,” is \$500.

Incoming Weddings

For couples outside of St. Faustina Parish, the fee is \$750.

The following are included in the Church Fee

- Clergy
- Music/Liturgy Preparation
- Administrative paperwork, documentation, and processing
- General use of needed facilities (Rehearsal & Wedding Day)

Out of Parish Wedding

For St. Faustina parishioners preparing at St. Faustina but being married at a different Catholic church, the administration fee is \$150.

Payments

A non-refundable deposit in the amount of \$200 is due at the time you secure your wedding date with the Director of Music and Liturgy.

Any remaining balance is due the day of your wedding rehearsal.

Preparation Checklist

| Item | Groom | Together | Bride |
|----------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
| Initial Meeting with Priest or Deacon | | <input type="checkbox"/> | |
| Non-Refundable Deposit and Acknowledgement & Consent Form | | <input type="checkbox"/> | |
| Baptismal Certificate (six mos. prior to wedding date) | <input type="checkbox"/> | | <input type="checkbox"/> |
| Confirmation Certificate (if available) | <input type="checkbox"/> | | <input type="checkbox"/> |
| Form A (Prepared with Priest or Deacon) | <input type="checkbox"/> | | <input type="checkbox"/> |
| Form B (Two (2) notarized witness forms each) | <input type="checkbox"/> | | <input type="checkbox"/> |
| Compatibility Inventory | | <input type="checkbox"/> | |
| Ceremony Date | Date _____ | | |
| Pre-Cana/Diocese Certificate | | <input type="checkbox"/> | |
| Together for Life (Liturgical Selections Finalized with Director of Music and Liturgy) | | <input type="checkbox"/> | |
| Payment Fees (Two months prior to wedding) | | <input type="checkbox"/> | |
| Marriage License (within 60 days prior to wedding) | | <input type="checkbox"/> | |

QUESTIONS

We recognize that planning a wedding is a first experience for most couples, and we encourage you to share any questions with Kelly Mucci, the Director of Music and Liturgy, at 352-515-9297 x102. If you have documents for your marriage file, drop off paperwork in the office Monday through Friday, 8:30 a.m. to 4:00 p.m. Secure the documents in an envelope and ask the reception staff to place them in the mailbox of the Director of Music and Liturgy. Please make copies for your files of all documents you submit.

UPDATE

(If Applicable) Remember to update your registration with St. Faustina's before your wedding day; we do not do this automatically. To update your registration, please complete the form on the next page and kindly bring it to rehearsal or mail it to us in advance to the Director of Music and Liturgy.

St. Faustina Catholic Church
Newly Married Couples Form - Registration Update

Date _____

Name of person filling out this form _____

Husband's Name

First _____ **Middle** _____ **Last** _____

Envelope Number (If you wish to continue to use) _____

Old Address _____

New Address _____

Phone _____ **Cell Phone** _____

Bride's Name

First _____ **Middle** _____ **Last** _____

Envelope Number (If you wish to continue to use) _____

Old Address _____

New Address _____

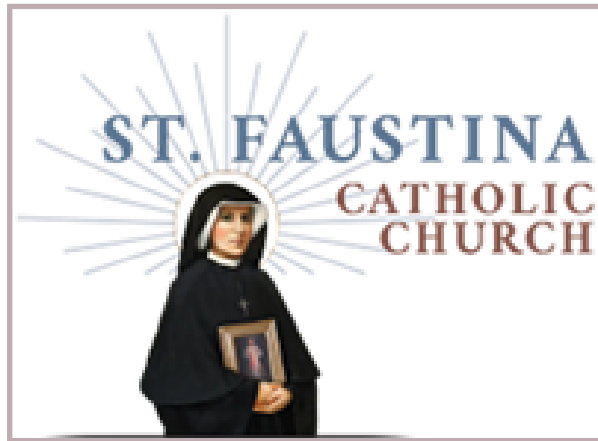
Phone _____ **Cell Phone** _____

ADDITIONAL INFORMATION THAT MAY NEED TO BE CHANGED

Remove from parent's registration: their name and address.

OTHER INFO: _____

Thank you for updating our records.
Mailing address
St. Faustina Catholic Church
Attention: Donna Cuttilla
15551 N. Boggy Marsh Rd. Clermont, FL 34714
352-515-9297



“Pure love ... knows that only one thing is needed to please God: to do even the smallest things out of great love - love, and always love. “

St. Faustina Kowalska