

# CONGRATULATIONS

On behalf of St. Paul Parish, congratulations on your engagement and on your decision to enter into the holy and joyful state of marriage. We hope to be of assistance in making your ceremony a celebration of God's love for you and your love for each other. The following Church requirements must be followed and will help you to prepare properly for the wedding ceremony and more importantly, your life together as husband and wife.

## DATE AND TIME

Marriages are celebrated either at St. Paul Church or St. Mary Magdalen de Pazzi Church. To reserve a date please make a deposit through Venmo (@StPaulPhilly) for \$210 or make a payment by check or cash through the parish office for \$200.00.

## CERTIFICATES AND PAPERWORK

1. Catholic parties are required to present **recent** (*not a copy of the original*) baptismal certificates). They must be dated within **six months** of the wedding. (If you were baptized at St. Paul's or St. Mary Magdalen dePazzi, we already have your baptismal record). The baptismal certificate is easily attained by calling the church of your baptism and asking for your baptismal certificate for the purpose of marriage. No marriage can take place without this certificate.
2. If you are marrying a non-Catholic, they should present a copy of their baptismal certificate if they have been baptized.
3. Catholic parties (bride or groom) not from St. Paul Parish are also required to present a "Letter of Freedom to Marry" from his/her parish. This may be obtained from the Rectory or Parish Office of your home parish.
4. Each party is asked to choose two people who have known them sufficiently enough to give testimony of their intention to enter into marriage. This is called a Pre-Marriage Witness Testimony.

## MARRIAGE PREPARATION

A Pre-Cana Workshop is required for all engaged couples. The Pre-Cana Workshop is based on the four major aspects of marriage: Spirituality, Communication, Adjustment and Sexuality. Pre-Cana Workshops may be taken in any (Arch) Diocese. The Pre-Cana classes can be done on-line or in person.

For information on Workshops scheduled in the Archdiocese of Philadelphia you may visit their website at: [http://archphila.org/evangelization/famlife/maniage\\_prep/maniage.htm](http://archphila.org/evangelization/famlife/maniage_prep/maniage.htm). Or, you may call the Family Life Office directly at: 215-587-3561.

When you have completed your Pre-Cana, preferably several months before your wedding, please return the Certificate of Attendance to the St. Paul rectory.

## **PREPARING FOR THE WEDDING LITURGY**

The Nuptial Mass or the Nuptial Ceremony is first and foremost a public act of worship of the Catholic Church. It is within this context that the Sacrament of Marriage is celebrated.



## **MUSIC FOR YOUR WEDDING AT ST PAUL PARISH**

The Sacrament of Marriage is greatly enhanced by the use of Sacred Liturgical music. Whether the bride and groom choose a Nuptial Mass or a Nuptial Ceremony, appropriate Liturgical music, properly placed, serves to focus the attention of the assembled and leads them to the source of love itself - Who is God. We want you to have the best Liturgical music possible. Our Coordinator of Liturgical Music is contractually responsible for and will guide you in choosing liturgical music. She must be made aware of and approve the music that is selected.

## **MUSICIANS**

If the parish organist or cantor is not used and you choose to hire your own, the fee of Two Hundred Dollars (\$250.00) must still be paid to parish personnel since all of our organists and cantors are contracted. If you wish to use your own cantor, or organist, please inform the coordinator. Likewise, the coordinator will be more than happy to assist in the hiring of other instrumentalists (for example, a Trumpeter). In general, persons who are brought in for the day must be somewhat familiar with Catholic Liturgy and have an understanding of our norms with respect to Mass. In the event the person(s) is/ are not familiar, the parish organist / cantor will be present to help guide them through the process.

## **MUSIC FEES AND PAYMENT OF FEES**

1. The fee for our Organist is \$250.00.
2. The fee for our Cantor is \$250.00.
3. Payment of music fees must be made directly to the Pastor prior to the wedding on or before the night of the rehearsal. The Marriage License should also be presented at this time.

## **A NOTE ABOUT PARKING**

St. Paul Church has access to the parking lot across the street from the church; this lot is owned by the Christopher Columbus Charter School. Use of the lot must be approved by the school. The parish wedding coordinator can put you in touch with the school.

# **SOME PRACTICALITIES FOR THE WEDDING DAY**

## **FLORAL ARRANGEMENTS**

Floral arrangements are made by the couple. We recommend one arrangement on either side of the Tabernacle. These arrangements are a donation to the church; therefore, they must remain on the altar after the liturgy. Flowers may be attached to designated pews however, tape or other damaging adhesives are not permitted to preserve the pews.

## **AISLE RUNNER**

Our church floor is made of ornate ceramic tiles causing any type of runner to buckle making it very dangerous when people walk, especially during processions. Since this is extremely hazardous, we PROHIBIT the use of an aisle runner here in St. Paul's Church. This policy has been made effective for insurance reasons as well as for the safety of all concerned because of prior accidents.

## **CANDLES**

Candles of any kind are not permitted in the body of the church due to fire hazards.

## **VISIT TO THE BLESSED VIRGIN MARY ALTAR**

The practice of the bride and groom visiting the Marian altar or shrine following the celebration of the Sacrament of Marriage should reflect sincere devotion to Mary, the Mother of the Lord. This is an optional practice.

## **RECEIVING LINE OR PICTURES IN CHURCH**

In order to maintain enough time between weddings and provide reverence during our Confession time and preparation for those attending the Anticipated Mass for Sunday on Saturday evening, we ask that use of the church conclude by 4:30 PM. We ask everyone to maintain the utmost respect for the Blessed Sacrament at all times.

## **PRESENTATION OF THE GIFTS OF BREAD AND WINE**

In addition, you may choose two people who will present the gifts of bread and wine at Mass

# REHEARSAL

On the evening of your rehearsal, you are asked to bring with you the following items:

1. **MARRIAGE LICENSE** - You must obtain a Pennsylvania Marriage License Both parties must appear in person to apply. The couple can apply in any county. The license remains valid for sixty (60) days. Both parties must supply proof of identification and age through one of the following: driver's license, passport, birth certificate or Pennsylvania non-driver's license. If either party has been divorced or widowed, they must present a copy of the divorce decree or death certificate.

Philadelphia County 215-686-2233  
City Hall- Room #413 Philadelphia  
Monday through Friday 8:30 AM to 4:30 PM

2. **OFFERING & FEES-Please put in separate envelopes and mark each with the recipient.**

## **Fees:**

- **Church: for non-parishioners \$1,000 (above the deposit); parishioners are free (above the deposit)**
- **Musicians and vocalists: \$250 each**
- **Sacristan: \$75**
- **Priest: an offering of your discretion**

Our Pastor is always happy to do your wedding. However, he extends professional courtesy if you wish to bring your own priest. It is your responsibility to provide a separate and agreed upon stipend to the guest priest. If the guest priest serves outside of the Philadelphia Archdiocese, he would have to present our parish with a letter of good standing from his diocese.

WEDDING MASS PLANNER WORKSHEET

(Please return the completed form to Father **within** two weeks of your consultation)

1. Bride: \_\_\_\_\_

2. Groom: \_\_\_\_\_

Ceremony **OR** Mass

1. Date: \_\_\_\_\_

2. Time: \_\_\_\_\_

Rehearsal

1. Date: \_\_\_\_\_

2. Day: \_\_\_\_\_

3. Time: \_\_\_\_\_

Readings

First Reading

Reading: \_\_\_\_\_

Reader: \_\_\_\_\_

Second Reading

Reading: \_\_\_\_\_

Reader: \_\_\_\_\_

Universal Prayer (Intercessions)

Reader: \_\_\_\_\_

Offertory Procession

Names \_\_\_\_\_

\_\_\_\_\_

Presentation to the Blessed Mother - Yes or No

Recessional

1. How do you wish to be introduced to the congregation?

\_\_\_\_\_

XIII: Personal Notes

1. What names do you wish to use during the exchange of vows?

Bride: \_\_\_\_\_

Groom: \_\_\_\_\_

**WEDDING PARTY PROCESSION LIST**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. BM \_\_\_\_\_ MH \_\_\_\_\_

GROOM \_\_\_\_\_ BRIDE \_\_\_\_\_