

SEVEN DOLORS CHURCH

GUIDELINES FOR THE SACRAMENT OF MARRIAGE

{in 2013}

A Christian wedding is an act of worship in which the bride and groom come together in the church to celebrate a sacrament, to offer thanks and praise together with their family and friends, and to ask God's blessing as they begin their married life together as husband and wife. Normally, weddings are celebrated in the parish of the bride or groom.

Scheduling

Weddings must be scheduled at least six months before the ceremony. However, for planning purposes, weddings cannot be scheduled more than 16 months in advance.

A wedding date will be confirmed on the church's calendar only after the parish priest has spoken with the engaged couple and determined the couple's freedom to enter into the Sacrament of Marriage. For this reason, no commitments should be made with caterers, reception halls, etc., until the date is confirmed.

A Saturday wedding may be scheduled between 12:00 PM and 2:00 PM. A Friday wedding may be scheduled between 4:30 PM and 6:00 PM. Only one wedding will be scheduled per day. Weddings are not scheduled on Holy Days, on the date of priesthood ordination (usually the first Saturday in June), or any date that would conflict with a scheduled diocesan or parish event. Weddings are usually not scheduled during Lent and Advent. {Weddings during Lent and Advent will need to reflect the nature of these liturgical seasons through their music and environment.} Again, remember to check with the parish before making other commitments.

If there is a preference for a priest to preside at the liturgy, this choice should be made at the time of the scheduling. However, this preference is not a guarantee depending upon the priest's schedule. Permission must be granted by the parish priest in order to have a visiting priest preside at a wedding at the church. Visiting priests must follow all parish guidelines for the celebration of the wedding liturgy.

The wedding rehearsal (usually scheduled on the evening before the wedding) can be scheduled six months prior to the wedding date. The scheduling of a Friday evening wedding takes precedence over the scheduling of a Friday evening rehearsal up to six months prior to the wedding date.

If a cancellation occurs, please call the parish office at 724-722-3141 as soon as possible.

Preparation

1. Meeting with a priest

There will be a number of meetings with one of the parish priests. The necessary paperwork needs to be completed, documents need to be gathered, the *FOCCUS* (Facilitating Open Couple Communication, Understanding & Study) survey will be given and reviewed, arrangements for the wedding will be discussed, and a rehearsal date and time will be set.

2. Documents

All baptized persons preparing for marriage must present **a recent copy of their baptismal record**. Catholic parties must present a baptismal certificate that has been issued within six months of the marriage date. To obtain a recent copy of your baptismal certificate, call the church where you were baptized and ask to have a copy sent to you or to the parish.

All necessary interviews and subsequent paperwork must be completed between six months and one month prior to the wedding (e.g., for a July 19 wedding, paperwork would be started anytime after Jan. 19 and complete before June 19). These interviews and the required paperwork should be completed by one's home pastor or by the priest presiding at the wedding liturgy. If the couple preparing for marriage lives outside of the Diocese of Greensburg, the couple should complete their paperwork in the diocese of their current residence.

A **marriage license** from the Commonwealth of Pennsylvania must be obtained and presented to the priest before the rehearsal. Marriage licenses can be obtained from any Pennsylvania County Courthouse but are not available until 60 days prior to the wedding date (e.g., the marriage license for a July 19 wedding can be obtained after May 19).

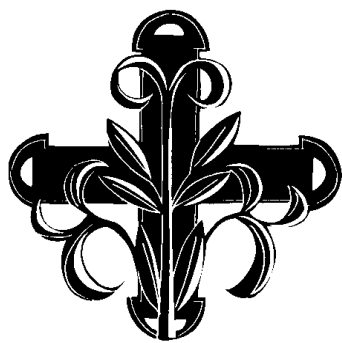
3. Marriage Preparation

The Diocese of Greensburg requires that all couples preparing for marriage participate in some form of marriage preparation program. There are various programs available. Please review the options below with the parish priest to decide which option best suits you.

- ***Sponsor Couples*** involve one married couple and one engaged couple. The couples meet in the home of the married couple over the course of several evenings that are scheduled at the convenience of those involved. The priest will arrange for the sponsor couple if this option is selected.
- ***Catholic Engaged Encounter*** is a weekend program, that begins on a Friday evening and ends Sunday afternoon. This international organization has an association with the Greensburg Diocese and offers the weekend at the Bishop Connare Center, Greensburg. This program is led by two or more married couples with up to twenty engaged couples in attendance. Please ask the parish priests about upcoming weekends or go to www.engagedencounter.org | www.greensburgcee.com/contacts.html

There is a fee associated with the Engaged Encounter weekend. This fee is a separate expense in the marriage preparation program

Couples are encouraged to complete this marriage preparation part of the process as early as possible.



All Catholic dioceses and many parishes offer marriage preparation programs that are accepted by the Diocese of Greensburg. If the engaged couple can more conveniently arrange for marriage preparation elsewhere—particularly if one or both of those engaged are located outside the Diocese of Greensburg—then any such program is permitted. Proof of preparation in the marriage preparation program needs to be given to the priest preparing the couple.

4. Liturgy Planning (including Music)

Each couple will coordinate with the parish organist in order to choose the music for the wedding. The couple is to contact the parish six month prior to the wedding date in order to begin planning for the readings and music. If the couple would like to use musicians who are not connected with the parish (e.g., organist, cantor, instrumentalists), the couple must inform the parish priest of this desire as early in the process as possible.

The couple will meet with the parish priest in order to finalize the choice of scripture readings, prayers, blessings and other details of the wedding liturgy.

Sacramental Preparation

It is proper that Catholics who are preparing to enter into the Sacrament of Marriage avail themselves of the Sacrament of Reconciliation prior to their wedding day.

Celebration

Weddings are normally celebrated within Mass. However, when one person is baptized but not Catholic, the *Rite of Marriage outside Mass* is to be celebrated. For two Catholics to celebrate a wedding outside of Mass or, to celebrate a wedding within Mass when one person is baptized but not Catholic, permission from the bishop is necessary. When one person is unbaptized, the *Rite of Marriage outside Mass* is celebrated.

A worship aid for the liturgy will be prepared by the parish.

Liturgy

Many customs and traditions have been introduced into the wedding liturgy which are not a part of the Roman Rite.

- Unity Candle
The unity candle is not part of the liturgy of the Church. It may not be used at Blessed Sacrament Cathedral.
- Presentation to the Blessed Virgin Mary
Private devotions are normally celebrated outside Mass. If both parties hold a special devotion to Mary, however, the presentation of flowers may be considered.

OPENING RITES

- Liturgical Procession
- Greeting
- Gloria
- Collect

LITURGY OF THE WORD

- Reading (Old Testament)
- Responsorial Psalm
- Reading (New Testament)
- Gospel Acclamation
- Gospel
- Homily

RITE OF MARRIAGE

- Instruction
- Consent
- Blessing/Exchange of Rings
- Prayers of the Faithful

LITURGY OF THE EUCHARIST

- Preparation of the Gifts
- Eucharistic Prayer
- Our Father
- Nuptial Blessing
- Communion Rite
- Prayer after Communion

OUTSIDE MASS

- Nuptial Blessing
- Our Father

CONCLUDING RITES

- Blessing and Dismissal
- Recessional

When the *Rite of Marriage outside Mass* is celebrated, the LITURGY OF THE EUCHARIST is not celebrated.

Music

A Christian wedding is a liturgical celebration and therefore a communal event. The guests are present not as spectators, but as worshippers. They should be drawn into active participation through prayer and song, so that they may share fully in the sacramental encounter with Christ the Lord. The parish will provide a cantor who will lead the assembly in song.

Musical texts must always be consistent with Catholic teaching; indeed they should be drawn chiefly from holy scripture and from liturgical sources (*Constitution on the Sacred Liturgy [CSL], 121*).

Music involves the assembly led by a cantor and/or instrumentalist(s). (*cf. CSL, 28*).

The use of pre-recorded music is not permitted during the liturgy (*cf. Liturgical Music Today [LMT], 60*).

Music in the liturgy which promotes performance over participation is not permitted. “The music selected must express the prayer of those who celebrate. Individual preference is not, of itself, a sufficient principle for the choice of music in the liturgy. It must be balanced with liturgical and musical judgments and with the community’s needs.” (*LMT, 12*)

A parish organist and a parish cantor are to provide music for all wedding liturgies.

The parish will provide worship aids for all wedding liturgies. The worship aid will contain a listing of music used at the liturgy, an order of service, and music for parts of the liturgy in order for the assembly to participate. The worship aid will be discussed at the liturgy planning session.

Ministers

The wedding is a liturgical celebration. The usual ministries should be represented, including servers, reader(s) and extraordinary ministers of Holy Communion. The practice of assigning these ministries to family members for the sole purpose of including them in the ceremony is to be avoided. Normally, only those who have been formally trained and who presently serve in one of these ministries are eligible to minister within the wedding liturgy. If Liturgy of the Eucharist is to be celebrated, the reader(s) must be active, practicing Catholic(s) who are currently readers in their home parish. If ministers are needed, the parish is able to provide them.

Fees

Parishioners

The \$600 stipend partially covers the FOCCUS instrument, marriage preparation materials, {diocesan-regulated} clergy offering (\$300), organist (\$125) and cantor fees (\$125), server stipend (\$20), printing worship aids and custodial care. Couples are encouraged to make a gift to a local charity as an act of Thanksgiving. This stipend is to be paid one month prior to the wedding. If parishioners do marriage preparation in another parish, bring in an outside presider, or hire an instrumentalist, they are still responsible for the \$600 stipend as well as any expenses they incur for these other individuals.

Non-parishioners

Non-parishioners may marry at the parish provided the following points are observed:

- The date and hour of the wedding cannot be scheduled earlier than six months before that date. Prior to six months, parishioners are given first preference.
- The priests of the parish may not be available for weddings of non-parishioners. The couple should contact a priest who will celebrate the wedding. He is responsible for all preparation, paperwork and the rehearsal.
- All parish guidelines must be followed. The visiting presider will be asked to consent to parish guidelines.
- The stipend for non-parishioners is \$600. This stipend partially covers the use of church, server stipends, organist and cantor fees, printing worship aids and custodial care. The {diocesan-regulate} clergy offering for the visiting priest who is presiding at the wedding is not included in the parish stipend. The parish stipend is to be paid one month prior to the wedding.

LITURGY PLANNING FORM

Date of Wedding _____

Time _____

Groom's Name _____

Telephone _____

Bride's Name _____

Telephone _____

(names as to appear on the worship aid)

of Worship Aids Needed: _____

Approximate # of guests who will attend the wedding liturgy

Music will be chosen from selections offered during conversation with parish organist and parish priest.

Readings and Prayers will be chosen from the any wedding liturgy preparation book (e.g, *Together for Life*).

Prelude Music: _____

Entrance Procession: All ministers and members of the wedding party process down the center aisle in one of these two orders (choose one):

_____ servers, (*lector(s)*), presider, couples (bridesmaids and groomsmen), witnesses (best man and maid or matron of honor [as a couple]), bride and groom [as a couple]. *The bride and groom's parents may also be in the wedding procession.*

_____ servers, (*lector(s)*), presider, groom (*with his parents*), couples (bridesmaids and groomsmen), witnesses (best man and maid or matron of honor [as a couple]), the bride (*with her parents*).

Seven Dolors Parish is able to provide altar servers.

If needed, Seven Dolors Parish is able to provide lectors and extraordinary ministers of Holy Communion.

Processional: _____

Hymn: _____

First Reading: _____

Reader*: _____

Responsorial Psalm Psalm 128

Second Reading: _____

Reader*: _____

Gospel Acclamation Celtic Alleluia

Gospel: _____

Priest or Deacon

Consent and Exchange of Vows: _____

Prayers of the Faithful

Reader*: _____

* Must be a delegated liturgical minister if celebration is within Mass.

Communion Processional: _____

Extraordinary Ministers
of Holy Communion *

[The church will provide if necessary.] _____

Recessional: _____

* Must be a delegated liturgical minister.

Seven Dolors Church

Deb Theis, Director of Music
102 Center Street
PO Box 308
Yukon, PA 15698

Phone: (724) 722-3141
Fax: (724) 722-3140

CHURCH USE ONLY

Presider: _____

Cantor: _____

Instrumentalists: _____

Coordinator: _____

Presentation to BVM: _____

Presentation of the Gifts (*two people*): _____

Worship Aid Inserts Received ____ / ____ / ____

Notes: _____

Policies for the Celebration of the Sacrament of Marriage

Seven Dolors Church

Photography and Videography

- ◆ Special liturgies at the parish may be photographed and videotaped by professionals.
- ◆ Flash photography is *highly discouraged* in the parish during the wedding liturgy.
- ◆ Those taking pictures or videotaping are asked to remember that the wedding liturgy is first and foremost prayer and worship. The church is not a photography studio.
- ◆ Photographers and videographers should limit movement and always be unobtrusive to the liturgical action.
- ◆ Photographers and videographers must not enter the sanctuary area or Eucharistic chapel during the liturgy.
- ◆ Photographers and videographers are permitted in the choir loft, but must not inhibit the musicians' view or disrupts their ministry.
- ◆ There will be an opportunity after the liturgy has concluded to 're-set' various events with the use of a flash.
- ◆ Anyone other than the professionals taking pictures or videotaping is asked to remain in his or her seat during the liturgy. This request is mentioned in the wedding worship aid.
- ◆ Any lighting devices (of both photographers and videographers) may not be directed towards the ministers. The light and flashes can disturb the ministers and disrupt their ministry and the liturgy.

Worship Environment / Floral Arrangements

- ◆ Seasonal decorations in the parish may not be altered.
- ◆ The throwing or releasing of rice, bird seed, flower petals, balloons, butterflies, birds, etc., on parish property is not permitted.
- ◆ Only freshly cut flowers and greens may be used within the church. Artificial flowers and greens are never permitted.
- ◆ A single arrangement may be placed on the sanctuary floor in front of the altar or two floral bobaches may be placed around the candle stands.
- ◆ Pedestals or pillars may not be used to elevate a floral arrangement.
- ◆ Pew decorations must be attached by string or elastic. Candles, tape and glue may not be used on the pews.
- ◆ The use of an aisle runner is not permitted.
- ◆ Couples celebrating their wedding during the Christmas or Easter Seasons will be asked to make a donation to the church for the flower arrangements provided by the parish.

PLEASE GIVE A COPY OF THESE GUIDELINES TO YOUR PHOTOGRAPHER, VIDEOGRAPHER, AND FLORIST.

Ritual Action of the Wedding Liturgy

- ◆ All ministers and members of the wedding party will process down the center aisle in one of these two orders:
 - servers, (*lector(s)*), presider, couples (bridesmaids and groomsmen), witnesses (best man and maid or matron of honor [as a couple]), bride and bridegroom [as a couple]. *The bride and bridegroom's parents may also be in the wedding procession.*
 - or
 - servers, (*lector(s)*), presider, bridegroom (*with his parents*), couples (bridesmaids and groomsmen), witnesses (best man and maid or matron of honor [as a couple]), bride (*with her parents*).
- ◆ In the procession, the bridesmaids and groomsmen move to their places in the front nave pews. The bride and bridegroom along with their two witnesses move to the area in front of the altar and remain standing there for the greeting, Gloria, and Collect.
- ◆ After the Collect, all are seated. The bride and bridegroom along with their witnesses move to the chairs that are in front of the north nave pews and are seated.
- ◆ After the homily, the presider invites the bride and bridegroom along with their witnesses to move back to the area in front of the altar for the celebration of the Rite of Marriage.
- ◆ After the Prayer of the Faithful, the bride and bridegroom along with their witnesses return to their chairs.
- ◆ During the Liturgy of the Eucharist, the bride and bridegroom along with their witnesses may kneel on the kneelers provided (in front of the altar).
- ◆ After the wedding party has received communion, the bride and bridegroom along with their witnesses can return to their chairs.
- ◆ Following the Prayer after Communion, the presider will join the bride and bridegroom, along with their witnesses at the front of the altar for the blessing and dismissal.
- ◆ If the celebration is outside Mass, after the Prayer of the Faithful, the bride and bridegroom along with their witnesses remain in the sanctuary for the nuptial blessing, Our Father and the blessing and dismissal.

Miscellaneous

- ◆ The parish campus is to be a smoke-free environment. Please observe this no-smoking policy.
- ◆ Possession or use of alcohol or illegal substances is prohibited on parish property.
- ◆ The parish provides use of the Rogers Hall next to the church for the wedding party. The hall will be open approximately one hour prior to the wedding.
- ◆ Following the liturgy, please remove all hangers, garment bags, flowers, boxes, etc..
- ◆ Seven Dolors Church assumes no liability for items left in the church or Rogers Hall.