



CONGRATULATIONS ON CHOOSING MARRIAGE!

We are happy and excited that you wish to marry in the Catholic Church – and, especially, since you have chosen The Holy Name of Jesus Catholic Community to support you and witness your vows! We wish to make this time of preparation a *joyous* experience.

Here is some information for you – what we need from you, and what we can do to help you prepare for the Sacrament of Marriage:

- Your wedding date...we need at least 6 months to prepare you!
Please ask if the church is available for your desired wedding date (and a 2nd date) *before* making any arrangements. We offer both locations – Columbia St & Olive Ave – at 10am & 1:30pm on the 2nd, 3rd, 4th, (and 5th if applicable) Saturdays of the month only.
- To RESERVE your wedding date, we need a non-refundable deposit of \$150.00 (the church stipend is a total of \$300.00, with the balance due 6 weeks before your wedding). *Your date is not reserved without your non-refundable deposit.*
- We need to meet you! Please make an appointment with the Wedding Coordinator so we can discuss your specific preparation needs. We will discuss the entire preparation process with you at this time.
- The priest needs to meet you! The priest will speak with each of you separately; and, he'll explain the church's expectations of you while engaged and married – this is the "Pre-Nuptial Interview".
- We need you to FOCUS...this is a survey that will show us and you what issues you agree on, and which issues you may need to discuss further. It takes about 90 minutes...please make an appointment with the Wedding Coordinator.
- We require your attendance at a pre-matrimonial preparation class. We highly recommend "Engaged Encounter" (offered at El Carmelo Retreat House in Redlands & elsewhere). Other options are "Evenings for the Engaged" or participation in a mentor program with married couples. These two depend on availability.

There are also certain documents we need from you to establish your readiness to marry in the church. We require the following for each of you:

- An “Affidavit for Freedom to Marry” for each of you. This form establishes your legal freedom to enter into marriage, and should be filled out by a person who has known you for most of your life (a parent is fine).
- *Currently dated* (within 6 months) copies of Baptism, Confirmation and First Eucharist certificates for Catholics. Documents must include the church seal. (We will make copies & return them to you.)
- *Currently dated* (within 6 months) copies of Baptism certificates for *non-Catholic Christians*. Please provide an original copy and we will make a copy & return the original to you. (*if applicable only*)
- Copy of the Civil Marriage License – issued within 3 months of the wedding date.
- Annulment documents issued by a Catholic diocesan tribunal (*if applicable only*).
- A letter of permission from your Catholic church (*if you are not registered in our parish*).
- A letter requesting permission from our pastor if you wish for a Catholic priest from another parish to marry you here. Please provide the priest’s name and telephone number in the letter. (*if applicable only*)
- If you wish to marry outside of the Diocese of San Bernardino, we will need a “Nihil Obstat Permission Form” issued by the Marriage Tribunal of the Diocese. We will gladly provide this form to you. (*if applicable only*)

This process may take some time, depending on your situation. But, we will help you...we are committed to helping you prepare to spend the rest of your lives together.

We will also help you plan your wedding liturgy. About 4-6 weeks before your wedding date, the Wedding Coordinator, priest, or Pastoral Associate will help you plan the scripture readings and music with a book called Together For Life. It explains the order of the Catholic Wedding Liturgy, and, includes scripture readings, vows, and blessings which you can select to personalize your wedding day.

We will give you this book after you meet with the priest for your Pre-nuptial Interview. Take it home and choose scripture readings individually. Then share your choices with each other. As your wedding date approaches, do this again. You may well find that your choices have changed during engagement!

We highly encourage you to invite family members and close friends to participate in your wedding liturgy. Roles include readers, singers, altar servers, and gift bearers, in addition to the traditional roles of bridesmaids, etc. (If you need altar servers, we ask you to pay them \$15.00 each. There are usually 2 present.)

We will also provide you with a list of musicians and vocalists for hire who are well-trained and experienced with Catholic liturgies. *Only liturgical music is allowed in the church.* We are blessed with talented people representing a wide variety of musical styles, abilities, and languages. We encourage you to review your scripture readings and choose music with them. All musicians will contract with you independently (you pay them directly). Usually, their stipends run from \$100.00 - \$300.00, depending on your needs.

As you plan your day, keep in mind the sacredness of your marriage commitment. We invite you to personalize the day and the liturgy! However, we do ask that you present yourself and your attendants modestly and use the church grounds as respectfully as possible.

Please note: The church environment (plants, banners, colors, etc) is arranged for the liturgical seasons (Advent, Christmas, Lent, Easter, and Ordinary Time) and will not be changed. Keep this in mind when adding floral arrangements, choosing colors, etc. In addition, we ask that you refrain from using any of the following:

- tape or other adhesives
- runner of any kind
- rose petals, rice, birdseed, confetti

The loft will be open and available for your photographer. We do ask that he or she refrain from flash photography in the church, refrain from taking pictures during the Eucharistic Prayer, and remain off the altar and back several rows so as not to distract your guests. We allow only 30 minutes after the liturgy to take pictures inside the church as we must then prepare for the next liturgy.

Your Wedding Coordinator can help you with any specific questions about the décor, etc. She will coordinate your wedding rehearsal with you, your family, and your bridal party a day or two before your wedding. She will also be on-hand on your wedding day to coordinate everything to run smoothly *so both of you can enjoy this day.*

It is customary to offer a monetary gift to the priest and wedding coordinator. The amount is left to your discretion...we can offer you a guideline, if you wish. We hope this information is helpful. And, again – CONGRATULATIONS!