

MARRIAGE CEREMONY PLANNING FORM

Please finalize all plans with the Directors of Liturgy & Liturgical Music no later than 1 month prior to your wedding

*Please note: Bold items are needed for the **Nuptial Mass Only**, not for the Rite of Marriage outside of Mass

Groom: _____ Phone: _____ Email: _____

Bride: _____ Phone: _____ Email: _____

Date of Celebration: _____ Time: _____

*Time you need church opened on day of wedding: _____

Date of Rehearsal: _____ Time: _____

Rehearsal Dinner: _____ Time: _____

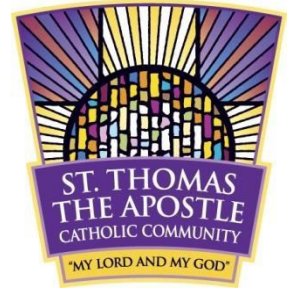
Reception: _____ Time: _____

Photographer: _____ Time: _____

Organist/Pianist: _____

Cantor/Vocalist: _____

Other Musicians: _____



Altar Servers (2): _____

*Do you need the church to provide Altar servers: _____ Yes _____ No

Person Responsible for Event/Immediate Clean up: _____

(Checklist and supplies will be given at rehearsal – facility must be as found to receive cleaning deposit back)



Number of Guests: _____

(Total number anticipated, including the wedding party and family)

Ushers: _____

Seating of Grandparents/Parents: _____

(Begins immediately when the priest or deacon comes before the Altar, Instrumental)

Processional Song: _____

Number of Groomsmen: _____ Number of Bridesmaids: _____

(Including Best Man)

(Including Maid or Matron of Honor)

List Couples: _____ & _____

_____ & _____

_____ & _____

_____ & _____

_____ & _____

_____ & _____

Best Man: _____ & Maid or Matron of Honor: _____

Ring Bearer(s): _____

Flower Girl(s): _____

Walking with the Bride: _____

Old Testament Reading: _____ Proclaimed by: _____

Responsorial Psalm (sung): _____ Sung by: _____

New Testament Reading: _____ Proclaimed by: _____

Gospel Acclamation: _____

Gospel Reading: _____

Homily

(Wedding party returns to the Altar steps)

Exchange of Vows

(Memorized strongly encouraged)

Exchange of Rings

(Best Man carrying the rings is normative)

Unity Candle *(Normative to **NOT** have a Unity Candle if you are celebrating within Mass)*
Song: _____ Sung by: _____
(If there is a song here, the offertory is normally instrumental)

Universal Prayer, Read by: _____

(Please personalize these prayers & submit changes to the provided template more than 1 month prior)



Presentation of Gifts: _____

(At least 2 persons are needed to bring forward the bread and wine: Ex: Bride & Groom, Parents, Grandparents, etc.)

Offertory Song: _____ Sung by: _____

Mass Setting: _____

The Lord's Prayer

Sign of Peace

Communion Amount: _____

(Approximately how many in attendance are Catholic/likely to receive communion)

Eucharistic Ministers: _____

(At least 2 persons needed, should already be trained as Eucharistic Ministers. More will be needed as the size of the gathering increases)

***Do you need the church to provide Eucharistic Ministers:** _____ Yes _____ No

Communion Song: _____

Final Blessing

(Wedding party returns to the Altar steps)

Announcing of the Couple: _____

(How you would like to be announced, such as Mr. & Mrs. X, etc.)

Sending Forth Song: _____

Please invite all persons involved in the wedding liturgy to the rehearsal, including the person(s) responsible for the event/cleanup. Do not forget to bring your marriage license to the rehearsal. If any of the above details on this form change, please contact Carolyn Peters to update the church's information (Father will use this for the rehearsal/wedding).