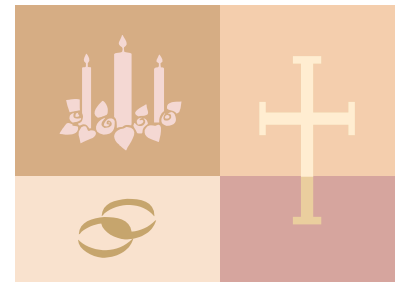




Saint Katharine Drexel

WEDDING GUIDE



*May you journey in faith by
the light of Christ.
May you live by his gospel
in spirit and truth.*

Edited November 9, 2016 MJE



CONGRATULATIONS!

The Parish Family and staff of St. Katharine extends its best wishes as you prepare for marriage. We are eager to assist you in that preparation, realizing you will be the ministers of the Sacrament of your marriage and in this sacrament Christians hope to reflect the very life and love of God extended to all.

We realize your great joy at this time and know you will want to carefully plan your marriage celebration with special attention given to your families and friends as guests of St. Katharine. All those gathered have come to worship and pray with you and for you. Your guests are not merely on-lookers, but actively involved participants and praying witnesses of this great event in your life and the life of Christ's church.

We have prepared this booklet to help acquaint you with some of the necessary preparation for your forthcoming celebration. The priest, associate pastor or deacon, the parish musician and others who assist you in the preparation and celebration represent the community of which you are a member. We are here to help in your wedding preparation in an appropriate manner, so that all your needs are met.

We sincerely hope that this policy reflects our deep concern for you and the sacredness of this sacrament. We hope it will be helpful to you as you prepare for your marriage celebration.

*St. Katharine Drexel Parish
Mail Address: 408 S. Spring St.
Church Address: 511 S. Spring St.
Beaver Dam, WI 53916*

*Phone: 920-887-2082
Fax: 920-885-7602*

*Rev. Michael J. Erwin
Pastor
Rev. Erick Cassiano-Amaya
Associate Pastor*

*Deacon Randy Wells
Deacon Ed Cody*



THE WEDDING DAY

CLEAN-UP:

Please make arrangements as to who from your party will be removing all boxes, papers and other articles you have brought into various parts of the facility. Please be sure everything is left the way you found it. Failure to do so, could result in a fee being charged.

RECEPTION LINES:

Reception lines seem to be more appropriate at the reception hall following the wedding. However, time permitting, there may be a brief reception in the narthex or guests dismissed from the pews..

ALCOHOL:

No alcoholic beverages are allowed anywhere on the church property before or after the ceremony. Please keep this a prayerful day

CONCLUSION:

We hope this booklet has provided you the answers to many of your questions regarding your forthcoming marriage at St. Katharine. Policies have proven to be a necessary part of planning.

Our goals are for you to have a Beautiful Wedding Celebration, but more importantly a married life "United as one in Christ".

GENERAL INFORMATION:

Persons who wish to be married at St. Katharine Drexel should make arrangements at least six (6) months in advance. In order to be married at St. here, either the bride or the groom must be Catholic and a member of St. Katharine. Exceptions can be made if the couple live in the area and can realistically become active members of the parish. Special consideration will also be given to couples whose parents are registered members of the parish.

The bride and groom administer this sacrament to each other for and with the community. For this reason it is important that the couple attend church regularly leading up to their marriage.

If you have a close relationship with a priest or deacon who is not from our parish, church law requires delegation by the pastor. If you plan to have a visiting priest or deacon involved, please notify the pastor as soon as possible with the person's name and phone number. If presiding, the visiting priest/deacon is expected to observe the Archdiocesan guidelines and those set down in this booklet when preparing for and presiding at your wedding.

*In the instance of persons of mixed faiths, the pastor of the person who is of another denomination is most welcome to join in the ceremony while observing Archdiocesan directives. **Please note:** When one of the partners is not Catholic, the Rite of Marriage **WILL NOT** be celebrated in the context of the Eucharist (Mass). This is done to preserve a sense of unity for all people attending the wedding. The marriage ceremony is a Sacrament, which can stand on its own and does not need to be done in the context of Mass.*

THE PAPER WORK:

The following are documents you must provide:

- *The “**bride and groom questionnaire**”, which normally will be done during your first visit with the priest, associate pastor or deacon who is preparing you.*
- *A new copy of your **Baptismal Record** issued within six (6) months prior to your marriage, from the parish where you were baptized. This also should include the date and place of your confirmation. Note: A bride or groom of another Christian denomination should also furnish a copy of their baptismal record.*
- ***License:** You are to contact the Register of Deeds at the County Courthouse for your license one (1) month prior to the date of your wedding. Please bring the license to the rehearsal so the presider can put in the necessary data prior to your wedding.*
- ***Important: The Wedding Ceremony CANNOT BE PERFORMED without a License!!!***

THE PREPARATION OF THE COUPLE:

- *Attendance at the “**Enrichment Program for the Engaged**”. To register for this process go online to www.johnpaul2center.org and click on the link. A one day process is fine with us, sometimes the conference format also works for your schedule. Please bring the certificate you receive at the end of this program back to your presider.*
- *The couple must participate in **FOCCUS** (The premarital inventory). We will arrange for a couple from our parishes to contact you around 6 months before the wedding to guide you through this process.*

MISCELLANEOUS

WITNESSES:

You will need two official witnesses for your wedding, (usually the Best Man and the Maid of Honor). State law requires that both be 18 years of age or older.

ORDER OF WORSHIP:

You are encouraged to have an Order of Worship (program) for the community of worshipers to be able to better participate, however, it is not required. Please provide the pastor with a copy for his review before printing for the ceremony. You should plan this early enough to give your printer ample time to print it.

REHEARSAL:

Arrangements for rehearsal are made through the priest or deacon who will be presiding at your wedding. If you are having a visiting priest presiding at your wedding, he is responsible to conduct the rehearsal. The time can be scheduled through your presider. Forty-five minutes should be planned. Anyone having part in your wedding liturgy should plan to be present for this rehearsal. The only people not required to be present are the musicians. Rehearsal will begin promptly at the time scheduled. If you plan to use any other area of the buildings for preparation use, please be sure to verify this with the parish secretary.

FEES

CHURCH:

A stipend for the church is expected in the amount of \$150.00 which covers the cost of the priest, facilities and lay coordinators. If your priest is not from this parish, \$100 goes to the priest and a minimum of \$50 is given to the parish. It is expected that you, the bride and groom, will arrange to have someone make sure that the church is cleaned up of any remnants of the wedding, especially boxes, papers, water bottles, etc.

SERVERS:

At least one server is required for the ceremony. If you are having a full mass then 2 servers are requested. They are paid at least \$10 each.

MUSIC:

Our Music Director is paid \$125.00 to coordinate and play piano/organ for your wedding. The cantor is paid \$100.00 Both of these amounts are paid directly to these musicians prior to or at the rehearsal.

If you do not use our music director on the day of your wedding, she/he is still paid \$50.00 for the work necessary to coordinate the day.

****NOTE*** We sincerely hope that any fees charged will not discourage you from marrying in the church; all together they represent a very small percentage of usual wedding costs. In special circumstances, all fees are negotiable. Please ask.*

SCHEDULING:

- *Saturday weddings may be scheduled between 12:00pm and 12:30pm or 2:00pm and 2:30pm.*
- *Friday afternoon weddings may be scheduled between 3:00pm and 5:00pm, though this is shortened to between 4:00pm and 4:30pm if during the school year.*

THE CELEBRATION

PRAYERS AND READINGS:

You will receive the book "Together for Life" from the priest or deacon who is preparing you. This book contains scripture readings and prayers you may use at your wedding celebration. Please read through the book and meet with your presider one to two months prior to your wedding.

MUSIC:

We are very fortunate at St. Katharine to have a full time parish musician and a variety of cantors for your wedding. You need to contact our music director at 920-887-2082 ext. 110 to coordinate the music for your wedding. She/he is the presumed musician unless you establish permission with this director to bring in a qualified outside musician.

The music director will guide you in choosing religious or classical music in order to maintain the dignity of the day and the prayerfulness of this sacrament. Of note, the "Our Father" is a congregational prayer and therefore a solo is not permitted for this prayer.

If you choose to bring in an outside principal musician, they need to have training and experience in Catholic liturgy. Likewise a cantor is also required for all weddings. This person's responsibilities include: a song leader for the congregation, a proclaimer of the sung psalm, alleluia and mass parts, and a soloist for other music requests of the couple. Again, our Music Director will guide you in this process.

There is a fee for these musicians, please see the fee section later in this document.

ENVIRONMENT & PHOTOGRAPHS

FLOWERS/PLANTS:

The parish has an environment team who prepares the church for our liturgies. If this team has an arrangement of flowers, plants and/or other environment settings, you are welcome to add to them—not replace them. The following suggestions may be helpful:

- *No flowers/plants may be placed on the altar.*
- *Good locations for flowers/plants are in front of the Ambo (pulpit) and altar, and on either side of the Tabernacle.*
- *Decorative bows/flowers for the ends of the pews may be used, but they may not be tacked, taped or nailed onto the pews. We suggest your florist use an elastic band. Under no circumstances can adhesive tape of any kind be used.*

UNITY CANDLE:

The Unity Candle is an optional ritual. If you wish to use one you are responsible for providing the candle and side candles.

Use of candles beyond those on the altar area must be approved by the pastor.

RICE AND/OR CONFETTI:

You may not use rice, confetti, birdseed or anything similar inside or outside of the church. Anything you bring into the church and/or throw must be cleaned up by YOU!

Aisle Runner

Though they are somewhat dangerous and not well manufactured these days you may if you wish have an aisle runner for your wedding. The aisle length is approximately 125 feet?

PHOTOGRAPHS:

Photos and videos may be taken anytime during the ceremony as long as the photographer is in no way obtrusive. You may also have photos taken the half hour prior to the scheduled wedding time and up to a half hour following the ceremony. Please remember that this is a church and we ask that you respect that. Please do not take inappropriate photos while in the church or on church property.

