Saint Peter
CATHOLIC CHURCH

359 West New York | DeLand | Florida | 386.822.6000

Wedding Ceremony Policy & Preparation Planning

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Welcome!

This is the day that the Lord has made; let us rejoice and be glad. (Ps. 118:24)

Congratulations on your engagement! Your decision to enter into the Sacrament of Marriage is a life-long partnership and testament of faith, hope and love, shared between you, your spouse and God.

In the Catholic Church, a Christian Marriage is a sacred covenant, established by God through which a man and a woman form an intimate communion of life and love together – It is God's design for life. The sacrament signifies the union of Christ with the Church. It gives spouses the grace to love each other with the love with which Christ has loved his Church; the grace of the sacrament thus perfects the human love of the spouses, strengthens their indissoluble unity, and sanctifies them on the way to eternal life.

This period of engagement is an important time to deepen your love and help further establish the foundation for the rest of your life in marriage. In this time your commitment to one another will deepen by working together in preparation for the celebration of your wedding through the careful exploration and discussions centered on the realities of marriage. It is a time for richer dialogue, greater trust, and fuller sharing of your deepest and more personal hopes, dreams and values.

To assist you during this exciting time, we present the following policies intended to ensure a joyful, reverent and prayerful celebration of the Sacrament of Marriage within the context of the Church's prayer. These materials are meant to help you prepare not only for the wedding day, but for marriage, a lifetime experience of hope and joy, a faithful promise you have both chosen to offer and receive "in good times and in bad, in sickness and in health," to love and honor each other all the days of your lives! **PLEASE READ CAREFULLY!**

On behalf of St Peter, once again congratulations, and we look forward to journeying with both of you in these days of preparation knowing the good that God has promised each one of us.

With warm regards,

Your Liturgical Wedding Team!

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Preparation Process and Required Documentation

Initiating the Process
Couples who wish to celebrate their marriage ceremony at St Peter must contact St Peter Marriage Coordinator a minimum of six (6) months in advance of your anticipated marriage date. Though not required, couples are encouraged to also register at St Peter and to regularly attend Mass. At least one of the parties seeking marriage at St Peter must be a baptized Catholic.

Meetings with Priest/Deacon
These will include an initial appointment, and a final appointment prior to the wedding.

Required Documentation & Programs
At your initial meeting with the priest/deacon, you will be advised of required paperwork, which includes the following documentation. In most cases, the documents collected for your file will not be returned.

- **Baptism Certificate:** The Catholic party must present a recent copy of your Baptism certificate from the *church of your baptism*, and it must be *no more than six months old prior to your wedding date*. This must be an original document not a copy or FAX. It can be obtained by calling or writing the church of Baptism and ask that it be sent to you.

- **Non-Catholic Baptized Christian:** Copy of Baptism certificate (if available).

- **Confirmation Certificate *(if available):*** We will accept a "copy" of the original. *(Even if you were confirmed at St Peter, we would appreciate you requesting your certificate and making a copy.)*

- **Witness Forms:** Two each "Testimony of Witness to Prove the Freedom to Marry" (Form B) (Please choose someone who has known you most of your life, parents, grandparents, siblings, or godparents. You cannot share or use the family/friends of your proposed spouse.) Take care of this early in the process of your marriage preparation. **Each copy must be notarized and returned in the envelope provided.**

- **Dispensation:** A Catholic must obtain permission from the Bishop to marry a non-Catholic. The priest/deacon will work with you on this, and it will be facilitated by the parish office staff and takes about six weeks.

Compatibility Inventory (Fully Engaged): A tool to help couples explore the many dimensions of their relationship and married life together. Further, it is a self-diagnostic inventory to help you target and work through issues important to marriage such as parenting, dual-career marriages, lifestyle expectations, extended family, and values.

After completing your Fully Engaged inventory, you will be assigned to meet with a member of clergy or with a support couple to discuss your results and to complete your marriage preparation. A certificate of completion will be given following your preparatory meetings.

Mass Attendance

During preparation, you are encouraged to attend Mass each week, centering on Jesus and His place in the love relationship of a married couple**. *Catholic couples are strongly urged to avail themselves of the Sacrament of Reconciliation during preparation and are required to receive reconciliation before their marriage.***

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Wedding Ceremony Scheduling

No wedding date will be set, not even tentatively, until the couple has received permission from the Priest/Deacon and then verified with Wedding Coordinator. *(This date must be entered into the scheduling for the entire campus.)* ***DO NOT*** print wedding invitations, secure vendors or reserve a reception site until a date is verified.

- Times for Saturday weddings are 10 am, 1:30 pm. There are no exceptions to these times.
- **NO Weddings are celebrated on Sunday.**
- The Church seats 850.

Scheduling THE WEDDING CEREMONY DATE After your initial meeting with the Priest has been completed, he and/or the Wedding Coordinator will assist in scheduling your wedding date. Once the date has been finalized, the wedding coordinator will help guide you through the music selection process and all other elements and liturgical planning.

Scheduling THE REHEARSAL DATE The rehearsal date is customarily scheduled the day prior to the Wedding Ceremony. It is the responsibility of the couple to ensure that all people in the wedding party **arrive on time to both the rehearsal and the wedding ceremony.** You will have ONLY the hour that is scheduled.

Rehearsals are (30-45) minutes in duration and ALL wedding attendants MUST attend. This includes reader(s), Gift Bearers, Bridal Party, Parents and Ushers.

Rehearsals will begin promptly at the specified rehearsal time. In addition to reminding the wedding party to be on time, please remember to bring your **wedding license** and any other applicable items needed for the wedding day.

Please note:

The marriage preparation file is to be completed in its entirety, (2) MONTHS prior to the wedding date.

Payment, in full, is required no later than (2) WEEKS in advance of the wedding date, along with a copy of your Marriage License. ***See page 14 for complete information on wedding financials.***

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Liturgical Considerations

Celebrant
It is preferred that the Priest/Deacon who prepares you will also preside at the Wedding. Sometimes there are circumstances where that particular priest or deacon may not be available. Please discuss directly with the wedding coordinator assisting you during preparation.

Delegation and Vetting of Good Standing
A celebrant outside the Diocese of Orlando must request a Letter of Suitability from the Chancellor of his Diocese and submit this to

Diocese of Orlando
Office of the Chancellor of Canonical Affairs
PO Box 1800
Orlando, FL 32802-1800.

This should be completed early in his acceptance to celebrate the marriage so the Diocese can review and approve the request. A copy must also be sent to:
St Peter Catholic Church, *Attn: Pastor*, along with a letter requesting delegation to celebrate a particular ceremony.

Marriage License
The Priest/Deacon cannot perform a wedding ceremony without this document.
Please contact the wedding coordinator for this certificate. It is critical that you bring the marriage license to the rehearsal and give to the Priest/Deacon OR wedding coordinator at the time of the rehearsal.

Mass with Holy Communion, or Liturgy of the Word Ceremony:
After meeting and consulting with the priest who will preside at the wedding, the couple will determine if the marriage will be celebrated in the context of a Nuptial Mass (with Communion) or a Liturgy of the Word Marriage Ceremony (without Communion). The determining criteria, in consultation with the presiding celebrant, will center on the religious background of the bride and groom, and which form of liturgy best accommodates the assembled guests to celebrate their unity.

St Peter is fully committed to making all our guests feel welcome and brothers and sisters in God, joining in the prayer of this joyous occasion. At the same time, it would be a disservice to pretend as though differences and divisions within our Christian faith family and with other traditions do not exist. Specifics you should ask yourself:

- Are those attending part of the Catholic faith, or will there be many other Christian or non-Christian traditions represented?

- Will the celebration of Mass with communion prohibit a significant number of your family and guests from feeling fully welcome and participating?

While we do all we can to overcome differences and divisions, we choose instead to focus on what unites us at this moment of joy, welcoming all to your celebration of unity. With this in mind, we recommend the following formats for your liturgical service:

MASS WITH COMMUNION

- for a Catholic marrying another Catholic;
- both families and guests are significantly practicing Catholics

CEREMONY WITHOUT COMMUNION

- for a Catholic marrying a Non-Catholic Christian
- for a Catholic marrying a person of another Faith Tradition

Children in the Wedding Party

We understand the desire of couples who wish sometimes to include very young children as flower girls or ring bearers. We simply ask you kindly to carefully consider the age of any children you might wish to include. Really young children can sometimes be quite overwhelmed (and perhaps a little frightened) by the grandness of the wedding ceremony, especially the opening procession. We recommend thoughtful planning in this regard. Children should be old enough to have a sense of the event and the importance and execution of the procession. Children must be able to walk the length of the aisle.

Readings

You will be provided with a resource sheet "Together for Life", which contains those scripture readings most appropriate for use at weddings.

Weddings held at St Peter are celebrated according to the Roman Rites of the Catholic Church. Keep in mind this is a sacrament of the Catholic Church, and the bride and groom may not read their own vows, privately written.

Flowers to the Blessed Virgin Mary

This has been a custom retained by various Catholic cultures. You may choose to include this ritual in your ceremony.

Cultural Wedding Traditions

The *"arras", "lazo"* and similar elements are a great gift of many different cultures. In celebrating our diversity, we recognize their value as an integral part of your heritage. However, in the spirit of good order and noble simplicity which has always characterized the Roman Rite, we ask that the couple carefully consider the number of primary and secondary sponsors they invite to participate in the liturgy if these cultural options are included.

Wedding Attire
We ask that you use discretion in selecting your wedding attire. When in doubt…remember, your wedding day is a sacred celebration. The bridal party should be dressed in suitable attire that speaks to the holiness and sanctity of marriage.

Limited space
Because of the limited space, the entire bridal party must arrive at Church already dressed in their wedding garments (30) minutes prior to ceremony. This includes the bride. We have a small bride's room at the back of the Church for the bride and attendants to wait.

Get Me to the Church on Time!
Those are not idle words…and apply to both the rehearsal and the wedding. It is imperative that you and your bridal party arrive at the Church early on the day of your wedding. You have the use of the Church one hour prior to the start time and one hour after the ceremony.

Outside professional wedding consultants or coordinators that you retain operate solely within the permission and instructions of the parish wedding coordinator, who has complete supervision of the rehearsal, ceremony, sanctuary and celebration of your wedding at St Peter. **If you have contracted someone else to help with your wedding, please understand that this person's responsibilities do not pertain to the liturgy and that they are not to interfere in any way with the responsibilities of the St Peter wedding staff, which includes the preparation, rehearsal and celebration of the liturgy.** Keep in mind that our parish staff coordinates many weddings each year and are well experienced with the specifics pertaining to wedding liturgies celebrated at St Peter.

Parking is available in the church lot with wheelchair and disability access available at the Southeastern entrance to the church.

Changing rooms are not available, so please arrive already dressed in wedding attire, but no earlier than (30) minutes before your ceremony.

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Music Policy

Music for the wedding should be planned jointly by the couple, in consultation with the wedding coordinator. *To prevent any setback, do not make any musical plans without first consulting the wedding coordinator, who will work with the Music Director*.

Remember that the Sacrament of Marriage is a sacramental celebration. Therefore, one of the basic principles that should influence your selection of music is whether the music is indeed liturgical music. Popular songs and secular music, no matter how meaningful they may be to you, are not appropriate during the liturgy. They may be more appropriately performed at your wedding reception. For the wedding liturgy you'll want to ensure the emphasis is on sacred music, which draws its context from scriptural and liturgical sources, and by its very nature enhances your union within the liturgical rites being celebrated. The music must also be fitting and appropriate for our liturgical space and within the norms of our regular parish music program.

Music selections must be approved by the Director of Music and Presiding celebrant according to the following criteria: Music that is Sacred or Classical in nature, and its appropriateness to a Sacramental Wedding or Liturgy. *(Any secular or "popular" love song is better suited for the Wedding reception.)* Music in the following categories are not appropriate for a liturgical celebration, and therefore are NOT permitted:

1. Any music that is secular in nature, and as such, neglects the sacred union of the couple and/or God.
2. Popular musical favorites that merely recall sentimental, personal associations. You may reserve this type of music, more appropriately, for the wedding reception.
3. Recorded music (CD's, DVD's, tapes)

In the case of requested music that is not on our provided list (page 11), the final decision as to the appropriateness of the piece of music will belong to the Director of Music AND Presiding celebrant from St Peter Catholic Church.

Ceremonies celebrating marriage outside of Eucharist are still celebrations of the wedding sacrament. Therefore, the above principles still apply.

MUSIC STAFF

The Director of Music serves as principal pianist at all weddings, along with a designated Cantor to serve as a vocal soloist and psalmist. While there may be an opportunity to invite a guest musician(s), the cost of the services provided by the Director of Music and St Peter appointed Cantor will remain.

The Director of Music is entrusted with the responsibility of determining the suitability of musical selections within the context of the Roman Catholic wedding liturgy and must approve all music

and musicians chosen for the ceremony. The Director of Music also bears the essential responsibility of ensuring the proper performance and timing of the various musical portions of the wedding liturgy. All weddings must have at least an accompanist (pianist/organist) and a cantor (vocalist) and both will be St Peter musicians. Additional musicians may then be considered. Some popular options for additional instruments include violin, cello, string trio/quartet, flute, oboe, trumpet, etc. Please work with the wedding coordinator who will consult with the Director of Music who will be happy to gather availability and pricing for any desired added contracted musicians for consideration.

PLEASE NOTE: *The Director of Music will facilitate any desired addition and/or coordination with guest musicians.* ***Private arrangements with other musicians should not occur****, except those directly made by the Director of Music. Additional fees would apply.*

CANTOR

A cantor is provided for every wedding and is included in your wedding offering. Only trained and experienced cantors from St Peter may serve in this capacity, since this encompasses more than simply singing a solo. For these reasons, singers not affiliated with St Peter are not permitted. This helps to avoid disappointment and ensures a desirable continuity with the church's regular worship, and protects the parish's mission in terms of high-quality liturgy. It also helps guarantee that liturgy will flow smoothly with the presider, cantor, pianist, and instrumentalists who are accustomed to working with each other as well as within the specific acoustical demands of the liturgical space.

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Wedding Music

Seating of Parents/Grandparents
Jesu, Joy Of Man's Desiring
Canon in D (Pachelbel)
Rondeau (Mouret)

Bridal Party Processional
Air from Water Music Suite (Handel)
Air on the G String (Bach)
Andante (Handel)
Canon in D (Pachelbel)
Spring (from the Four Seasons - Vivaldi)

Bridal Entrance
Air from Water Music Suite (Handel)
Air on the G String (Bach)
Bridal Chorus (Wagner)
Canon in D (Pachelbel)
Trumpet Voluntary (Purcell)
THAXTED (Theme from Jupiter-Holst)

Responsorial Psalm
Psalm 33: The Earth Is Full of the Goodness of the Lord
Psalm 34: Taste and See
Psalm 103: The Lord is Kind and Merciful
Psalm 128: Blest Are Those Who Love You
Psalm 145: How Good is the Lord to All
Psalm 145: I Will Praise Your Name

Presentation of the Gifts *(if* full Mass)
Center of My life
I Have Loved You
Wherever You Go

Communion *(if* full Mass)
One Bread, One Body
Love Never Fails
How Beautiful
Gift of Finest Wheat

Recessional Song
Joyful, Joyful We Adore Thee (Beethoven)
Wedding March (Mendelssohn)
Trumpet Tune (Purcell)
Hornpipe (from Water Music Suite - GF Handel)

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Photography & Decoration Guidelines

Photographers and Videographers and their assistants must respect the sacredness of the religious event, and the church as a house of worship. As assumed professionals, they are asked to act and behave discreetly and reverently, taking care not to damage furniture and or become a distraction by standing on pews or placement of their equipment. They will be held accountable for any damage caused. Please also advise them that they must meet with our wedding coordinator before the ceremony to review our procedures, with these principles in mind:

During the Ceremony

- Flash photographs may not be taken, or any extra lighting equipment used while the liturgy is in progress.
- No one may be situated in the main aisle during the wedding processional.
- Photographers and equipment in the raised sanctuary area of the church are prohibited.

After the Ceremony

- The wedding party may return for pictures.
- A late start to your wedding will result in shortened or no photographic opportunities, so as not to delay the next scheduled liturgy.
- Flash and other lighting equipment may be used at this time.

No flash photography permitted during the ceremony.

Please remind guests with cameras that there is no flash photography during ceremony.

Flowers

You have the option of providing flowers for the Church on the day of the wedding, but it is not necessary. If you arrange for your own flowers, we ask that attention be given to flowers befitting that of a sacred space.

- Arrangements may be placed low and in front of the altar - never upon the altar itself or be taller than the altar table which is a symbol of Christ himself and a permanent reminder of his self sacrifice for our salvation.
- If stands are used, they must be placed only toward the back corners of the raised sanctuary area to preserve necessary sightlines between priest, cantor, readers and congregation.
- Your florist is to provide any stands or pedestals used.
- Church decorations, flowers or arrangements already present for a particular liturgical season may not be moved or removed for any reason.
- Altar candles proper to the church may not be moved or removed, and for safety reasons, no additional candle stands are permitted.

- Pew-end decorations may be used, however, must never be blocked by ribbons, cords, strings, etc.
- Pinning, gluing, nailing, tacking, taping, stapling are not permitted to attach pew decorations — elastic bands, plastic pew clips or ribbons must be used instead.
- During the liturgical season of Lent, use of flowers in the church *must be minimal* in accordance with the General Instructions of the Roman Missal, and *must be removed immediately following the liturgy*.

The following are NOT permitted at the wedding ceremony:

- **Aisle Runner** - For safety
- **Unity Candles** - The Unity candle is not part of the Order of Celebrating Matrimony and if desired this ritual can be performed at the reception.
- **Strollers, wagons, pets etc**. during the procession.
- **Receiving Line** - Please plan for a receiving line at the wedding reception venue. Receiving lines tend to tie up guests in the back of the church and the Narthex, which cuts into your photography time.
- **Flower petals** (real or silk), rice, birdseed, bubbles etc. in or outside of the church/chapel area.
- **Alcohol and Food** - Use of alcoholic beverages before the rehearsal or the wedding is strictly forbidden. As free consent makes a marriage, one jeopardizes the validity of the marriage if he or she is under the influence. Bottled water in the bride's room is acceptable. We also request that no food, gum or snacks in the Church/Chapel buildings.
- Rice, birdseed, confetti, flower petals, sparklers, balloons, birds, butterflies, bubbles, animals, etc., are not permitted inside or around the church campus due to safety, maintenance, and time concerns.

We are very proud of our beautiful Church and are happy that you have chosen to celebrate and receive the Sacrament of Marriage with us. We appreciate your consideration and respectful treatment of this sacred place and ask that you keep in mind that this is God's house.

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Wedding Financials

Registered Parishioners:
$750. Couples actively attending and registered parishioners at St Peter for at least (6) months.

Incoming Weddings:
$1250. Couples outside of St Peter Parish.

Included in the Church Fee

- Clergy
- Music/Liturgy preparation
- Accompanist/Cantor and any needed rehearsal in advance of the wedding date
- Sound Technician
- Parish Wedding Coordinator
- Administrative paperwork, documentation, and processing
- General use of facilities needed (Rehearsal & Wedding Day - HVAC, Lights, etc.)

Out of Parish Wedding:
$150. This administrative fee applies to St Peter parishioners preparing at St Peter, however, who will be married at a different location.

*** This fee does NOT include any added instrumentalists and would be an additional expense paid directly to the contracted musician(s), as facilitated through the Director of Music, previously mentioned. ***

*** This fee does not include any expense incurred as part of the couple's participation in any required preparation programs, including but not limited to, Fully-Engaged, Compatibility Inventory, or related workshops and/or requested /follow-up meetings***

Payments

A non-refundable deposit in the amount of $100.00 is due at the time of securing your wedding date with the wedding coordinator.

Any remaining balance is due no later than (2) months prior to the scheduled wedding ceremony.

For your records and convenience, all payments can be made electronically:

Wedding Fees

If needed, other payment methods may be made directly through the wedding coordinator.

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Preparation Checklist

	GROOM	TOGETHER	BRIDE
Initial Meeting with Priest/Deacon		_____	
Non-Refundable Deposit and Acknowledgement & Consent Form		_____	
Ceremony Date		Date:_____	
Form A (Prepared with Priest/Deacon)	_____		_____
Baptismal Certificate (6 mos. prior to wedding date)	_____		_____
Confirmation Certificate (if available)	_____		_____
Form B (2 notarized witness forms each)	_____		_____
Compatibility Inventory		_____	
Pre Cana/Diocese Certificate		_____	
Together for Life (Liturgical Selections Finalized with Wedding Coordinator)		_____	
Payment Fees (Finalized. prior to wedding)		_____	
Marriage License (within 60 days prior to wedding)		_____	

QUESTIONS:
We recognize that planning a wedding is a first experience for most couples and we encourage you to share any questions with the wedding coordinator, 386 822-6000.

If you have documents for your marriage file, drop off paperwork to the office Monday through Thursday, 8:00am-4pm or Friday 8:00am-12pm. Secure the documents in an envelope and ask the reception staff to place them in the mailbox of the wedding coordinator. Please make copies for your files of all submitted documents.

UPDATE: *(if applicable)*
Before your wedding day, please remember to update your registration with St Peter. It will not be done automatically. Please complete the form (on next page 17) to update your registration with us and kindly bring it to rehearsal or mail in advance to your wedding coordinator.

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ST PETER CATHOLIC CHURCH

Newly Married Couples Form - Registration Update

Date_____ Name of person completing this form _____

Wedding Date: _____

Husband's Name

First_____Middle_____Last_____

Date of Birth _____ Envelope number you want to continue to use_____

Old Address_____

New Address_____

Preferred Phone _____ Email _____

Bride's Name

First _____ Maiden _____ Married Name_____

Date of Birth _____ Envelope number you want to continue to use_____

Old Address_____

New Address_____

Preferred Phone _____ Email _____

ADDITIONAL INFORMATION THAT MAY NEED TO BE CHANGED

Remove from parent's registration: their name and address.

_____

OTHER INFO:

_____

Thank you for updating our records.

St Peter Catholic Church,
Attention: Registration Update
359 W New York Av.,
DeLand, FL 32720

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ACKNOWLEDGMENT AND CONSENT

Please read and initial each line to show your agreement:

We acknowledge that we have received and read the booklet "Wedding Planning & Preparation Policy." We have had an opportunity to clarify its contents and agree to abide by the provisions set forth within. _____

We accept the responsibility of communicating these policies and procedures to our vendors, contractors, our guests and all other parties involved in the liturgical celebration at church. _____

A non-refundable deposit in the amount of $100.00 is due at the time of securing your wedding date with the wedding coordinator. Any remaining balance is due, in full, no later than (2) months prior to the scheduled wedding ceremony. _____

To be signed and dated by the Bride and Groom.

Bride _____ Date _____

(Printed Name) _____

Groom _____ Date _____

(Printed Name) _____

Upon signing, please detach and return to your wedding coordinator.
This will remain on file in your designed wedding document folder.