

**WEDDING PREPARATION CHECKLIST**  
**St. Charles Borromeo Catholic Church**  
**Grand Coteau, Louisiana**

*The following checklist will help you plan your wedding at St. Charles Borromeo*

- 1) \_\_\_ Read St. Charles Borromeo's *Parish Wedding Guidelines* and fill out the *Application to Reserve Church for Wedding*.
- 2) \_\_\_ Fill out *Prenuptial Inquiry* with priest/deacon.
- 3) \_\_\_ Schedule the wedding and rehearsal dates:
- 4) \_\_\_ Pay the parish secretary to reserve the Church for the wedding and rehearsal.
- 5) \_\_\_ Complete the *Prepare & Enrich* online questionnaire as soon as possible and no later than one month after the initial meeting with priest or deacon. (see Diocese of Lafayette website: [www.diolaf.org](http://www.diolaf.org)).
- 6) \_\_\_ Complete a formal diocesan marriage preparation course at least 2 months prior to wedding date, if possible. (See Diocese of Lafayette website, Office of Marriage and Family Life: [www.diolaf.org/marriage](http://www.diolaf.org/marriage). Register 4 months in advance!). (Present *Certificate of Participation* to the priest or deacon doing your preparation).
- 7) Actively participate in the Sacramental life of the Church: Eucharist and Confession.
- 8) \_\_\_ Provide the priest/deacon who is handling the marriage preparation with the following *certified* documents:
  - a. \_\_\_ Baptismal certificates (annotated and dated no more than 6 months prior to the wedding. These can be obtained from the Church where you were baptized).
  - b. \_\_\_ (If previously married): Civil marriage certificate, divorce decree, ecclesiastical decree of invalidity, prior spouse's death certificate or published obituary from any previous marriages.
- 9) \_\_\_ If bride is registered at another parish, provide a letter indicating her pastor's permission to have the wedding at St. Charles Borromeo Catholic Church. If bride is not Catholic, the pastor of the groom should provide the letter of permission.
- 10) \_\_\_ Provide names of two (2) witnesses for the wedding to the priest/deacon.
- 11) \_\_\_ Complete the liturgy-planning sheet with the aid and approval of the priest, the music director, and/or other pastoral ministers.

- 12) \_\_\_ Contact St. Charles' wedding music minister, Ms. Stephanie James to coordinate the music for your wedding. Phone: (337) 277-1962; Email: [Stephaniesheriejames@gmail.com](mailto:Stephaniesheriejames@gmail.com)
- 13) \_\_\_ Obtain a civil marriage license (dated no more than 30 dates before the Wedding) and bring it to the parish office one week prior to the wedding date.
- 14) \_\_\_ Consider receiving the Sacrament of Reconciliation (Confession) before the wedding. Confession will be offered after the wedding rehearsal.