

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* with priest/deacon or parish staff member.
- 2) ___ Pay the parish secretary to reserve the Church for the wedding and rehearsal and fill out the *Application to Reserve the Church for Wedding* with tentative dates for wedding and rehearsal.
- 3) ___ Confirm with Pastor that Wedding and rehearsal dates have been approved.
- 4) ___ 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.
- 5) ___ 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.
- 6) ___ Provide names of two (2) witnesses for the wedding to the priest/deacon.
- 7) ___ Fill out *Prenuptial Inquiry* with priest/deacon.
- 8) ___ 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).
- 9) ___ 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. Register 4 months in advance!). (Present *Certificate of Participation* to the priest or deacon doing your preparation).

- 10) ___ Complete the liturgy-planning sheet with the aid and approval of the priest, the music director, and/or other pastoral ministers.
- 11) ___ Contact St. Charles' wedding music minister, Ms. Julee Lemon to coordinate the music for your wedding. Phone: (337) 662-5279 x 108; Email: lemon@st-charles-borromeo.org
- 12) ___ 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.
- 13) Actively participate in the Sacramental life of the Church: Eucharist and Confession.
- 14) ___ Consider receiving the Sacrament of Reconciliation (Confession) before the wedding. Confession will be offered after the wedding rehearsal.