

**ST. CATHERINE OF SIENA**

**ROMAN CATHOLIC CHURCH**

***Wedding  
Guidelines***

**ST. CATHERINE OF SIENA CATHOLIC CHURCH  
520 WEST HOLDING AVENUE  
WAKE FOREST, NC 27587  
919-570-0070**



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*A Prayer for an Engaged Couple*

**LORD GOD,**

**The source of all LOVE,**

**The WISE PLAN of your providence**

**Has brought this couple together.**

**As they prepare themselves**

**For the SACRAMENT of MARRIAGE**

**And pray for your GRACE,**

**Grant that, strengthened by your BLESSING**

**They may GROW in their RESPECT fo  
another and CHERISH each other w  
SINCERE LOVE.**

**We ask this through CHRIST our Lord.**

**Amen.**

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## Welcome!

Congratulations on your upcoming wedding and for choosing St. Catherine of Siena Catholic Church. The purpose of these guidelines is to help you plan your Sacrament of Matrimony at our church.

A wedding ceremony lasts about one hour, while a marriage lasts a lifetime. Wise people, therefore, spend much more time preparing for a marriage than a wedding. Be wise, prepare well!

To begin your process, make an appointment to visit the Parish Priest by calling the Wedding Administrator at 570-0070, Ext. 104. At your initial meeting, you will:

- Confirm the dates and times of your wedding and rehearsal.
- Complete necessary paperwork to be married in the Catholic Church.
- Receive a copy of Together for Life to help you plan the wedding Liturgy (Note - there is a checklist in the back of the **Together for Life** booklets that must be returned to the Wedding Administrator at least two weeks prior to your wedding).
- Receive a copy of the Marriage Preparation Day Schedule.

If you would like, the priest will give you a tour of the facility and answer any questions you may have.

Please use these Wedding Guidelines and share them with your Presiding Priest. There is information included about Diocesan Requirements, Fees and other things to consider when celebrating the Sacrament of Matrimony at St. Catherine of Siena.

## Fees and Cash Gifts

A \$200 non-refundable deposit is required when the Wedding Date is set. The fee includes Administrative expenses and compensation for the Music Director, Sacristan and Altar Servers all of which St. Catherine's will provide.

Gifts to the Priest(s) are not covered in this fee.

There are two different wedding fees; one for parishioners and one for non-parishioners. A parishioner is someone who has been registered at least six months before starting wedding preparation classes and a non-parishioner is someone who would like to be married here and has been registered at least six months, they will be required to pay the non-parishioner fee unless they select another date at a later time. The Wedding Administrator will be glad to help you determine the details about our Wedding fee. The balance of the fee (minus \$200 deposit) must be paid at least six months prior to the wedding.

## Choosing Your Wedding Day and Time

Weddings can only be held on Saturdays at 11:00 am and 1:00 pm. There is sufficient time for pictures after the ceremony and any necessary preparations. The church must be ready for confessions at 3:00pm.

Rehearsals are scheduled for Friday night at 5:30pm. If there are no rehearsals, the rehearsal is at 6:30pm.

## Diocesan Requirements for the Sacrament

### Baptism Certificates

Catholic parties must obtain a current copy of the baptismal certificate at least six months of the wedding. Have the baptism certificate(s) sent to the Wedding Administrator.

### Marriage Preparation Workshop

The Diocese of Raleigh has several Marriage Prep workshops scheduled throughout the year. Each couple must attend one of these as part of their marriage preparation. You will learn about the Sacrament of Marriage; the Catholic teaching and meet other couples who are preparing for marriage. For more information, please be viewed from The Catholic Diocese of Raleigh at [www.dioceseofraleigh.org/how/marriage/marriageprep/](http://www.dioceseofraleigh.org/how/marriage/marriageprep/)

## The Marriage License

Your marriage license must be obtained through the Clerk of Courts in the State of North Carolina. Out of state residents must obtain a North Carolina license within 60 days of being married in this state. An application for a marriage license should be made no less than eight working days nor more than 60 days prior to the date of the ceremony. The license is valid for 60 days. Both applicants must appear in person, bringing with them a **certified copy** of their birth certificates. To obtain a marriage license call the following offices:

- Wake County, call 919-856-5460
- Vance County, call 252-738-2110
- Franklin County, call 919-496-3500.

The Marriage License must be brought to the rehearsal in order for the wedding to take place the following day.

## Planning for your Marriage Liturgy at St. Catherine

This is a special time for you as you prepare the many details of your entire wedding day. It is our hope that your marriage liturgy, thoughtfully prepared in words, music and gestures, will be a sign to your family and friends of the faith, hope and joy that is ours in Jesus Christ. As they gather together with you to celebrate the Sacrament of Marriage you will be a sign to them of God's saving love and generous self-giving in Christ.

### A Catholic Wedding

The Catholic Catechism, Section 1621 states: "In the Latin Rite, the celebration of marriage between two Catholic faithful normally takes place during Holy Mass, because of the connection of all the sacraments with the Paschal mystery of Christ. In the Eucharist, the memorial of the New Covenant is realized, the New Covenant in which Christ has united himself forever to the Church, his beloved bride for whom he gave himself up. It is therefore fitting that the spouses should seal their consent to give themselves to each other through the offering of the own lives by uniting it to the offering of Christ for his Church made present in the Eucharistic sacrifice, and by receiving the Eucharist so that, communicating in the same Body and the same Blood of Christ, they may form but "one body" in Christ."

## General Outline of the Mass

The Sacrament is celebrated within the Mass, the Liturgy of the Word

- First reading from the Old Testament, response: Thanks be to you, Lord
- Psalm, which is sung by the Cantor
- Second reading from the new Testament, response: Thank you, Lord
- Gospel, initial response: Glory to You, Lord, and final response: You Lord Jesus Christ

### Rite of Marriage

Prayers of the Faithful, response: Lord, hear our prayer

### Liturgy of the Eucharist

- Offering of Peace, handshake is customary with response: Peace be with you.

### Holy Communion

- If you plan to have a program (optional), you may wish to use the following text if you expect guests who are non-Catholic.

*We welcome our fellow Christians to this celebration of the Eucharist. We pray that our common baptism and the action of the Holy Spirit will draw us closer to one another and begin to dispel the sad divisions that exist among us. We pray that these will lessen and finally disappear, in keeping with the prayer of Jesus: "that they may all be one" (Jn 17:21).*

*Because Catholics believe that the celebration of the Eucharist is a sign of the unity of the Church, members of those churches which are not in full communion with the Catholic Church are ordinarily not admitted to Holy Communion.*

A program must be turned in to the Music Director prior to the wedding for approval.

- If Extraordinary Ministers of Holy Communion are needed, St. Catherine of Siena will provide them, per the Diocesan guidelines.

### **Choosing Your Liturgical Music**

Brenda Rebilas, Director of Music, has right of first refusal for English-speaking weddings. She will contact the couple early in the process to go over the music liturgy within their Mass or ceremony. Music must be in harmony with the sacredness of the occasion. Just as Altar flowers must be fresh (not artificial), music must be live and not recorded, and provide for the sacredness of the occasion. An appropriate list of music will be provided to the couple when meeting with our organist. Music must be chosen no later than one month prior to the wedding date. If music has not been selected prior to one month before the wedding date, music will be selected for you. The Director of Music will provide the organist, Cantor and Soloist and approve all music. The Cantor plays an important part in the Liturgy of the Word - proclaiming God's word in the assembly and leading the singing of those gathered to worship and celebrate. Any additional musicians must be approved by the Music Director.

### **Using Celebrants outside of the Raleigh Diocese**

Visiting Priests outside the Diocese of Raleigh must have their Diocese send the Priest's Celebret to the Office of the Vicar General for the Diocese of Raleigh. St. Catherine's must receive approval from the Vicar General's office prior to including a visiting Priest. You can reach the Vicar General's office at (919) 821-9717.

### **How the Wedding Coordinator Can Help You**

St. Catherine's has a team of Wedding Coordinators experienced in the direction of weddings ensuring a smooth processional and recessional ceremony. Outside wedding coordinators or directors are welcome to help distribute flowers, attach corsages and boutonnieres; however, the Wedding Coordinator from St. Catherine's will work with the celebrant during the rehearsal and on the day of the wedding.

A Wedding Coordinator will contact you within 30 days of setting the date to go over the guidelines and answer any initial questions. You will be assigned a Wedding Coordinator to help you in the months preceding the wedding and on the wedding day. She will contact you 3-4 months prior to the wedding date to discuss the details of the wedding and to prepare for the rehearsal and the ceremony. At that time, the Wedding Coordinator will answer any questions you have and will

become your point of contact for future questions regarding processional details. She can help you with the following:

- Assist with boutonnieres, corsages and bouquets.
- Help place pew bows on appropriate rows.
- Direct the Ushers in seating your guests.
- Coordinate processional timing with the Director of Music.
- Direct the bridal party for the procession.
- Fluff the bride's veil and gown and arrange the bride's train into the church.
- Seat late arrivals.

### **Photographers and Videographers**

Photographers and Videographers must remain in the naïve of the processional and recessional. They must not advance past the first altar. No flash photographs are to be taken during the ceremony. During the Eucharistic Prayers, no pictures may be taken. The Wedding Coordinator will be available during the ceremony to provide additional guidance. Video recording is permitted only from the side sections using a tripod. Video photographers are required to follow the same procedures as still photographers.

You are responsible for making this information available to your guests.

### **Decorations and Flowers**

If you choose to use flowers in the church during your ceremony, an arrangement below the altar is sufficient. You may also present flowers to Our Lady of Guadalupe (in the west transept) after communion. Further guidelines around additional decorations and customs:

- Altar flowers must be fresh (not artificial) and remain in the church.
- Florists may deliver the flowers after 9:30AM. They need to confirm the time in case there is a scheduled Mass that day (e.g. Holy Communion or other Sacrament).

- If there are two weddings on one Saturday, the Wedding Coordinator will suggest that the Brides share flowers (but this is not required).
- Check with your Wedding Coordinator if you would like to use the parish's pew clips for ribbons at the end of the pews.
- Throwing flower petals on the aisle before the bride enters is permitted, however, flower girls or other attendants must pick up the petals after the Mass or ceremony.
- Aisle runners are not permitted.
- Flower Girls and Ring Bearers must be of age and ability to walk on their own down the aisle.
- No device for transport down the aisle during the ceremony is permitted (i.e., wagons, carts, strollers)
- Pets are not permitted to be part of the ceremony.
- Candelabras or unity candles are not permitted.
- Throwing rice or birdseed outside is not permitted. Bubbles are allowed outside of the church only.
- Pictures inside the church must be complete within 30 minutes of the conclusion of the ceremony so that volunteers can prepare for Sacraments that may be scheduled that day.
- Receiving lines after the ceremony are not possible.

Etiquette is enforced by informing your wedding party, family and friends. Gum chewing, please.

Be certain that all personal paraphernalia, camera cases, pocketbooks, and boxes are ALL collected after the ceremony. Please assist with the final detail.

Out of respect to the Church as the sacred place that it is, we ask you to arrive and dress in a manner that is appropriate at both rehearsal and ceremony.

### A Final Note

Planning your marriage liturgy is a chance to prepare a deeply meaningful celebration for you, your family and friends. But remember: good liturgy is important. These policies and guidelines are meant to help you plan an important milestone. We hope this booklet helps your marriage celebration of faith and assists you in setting the tone for the ceremony that is of the greatest importance in your lives.

## The Rehearsal

The entire wedding party should attend the rehearsal and be in the Church at least 20 mins before the scheduled time. Readers of the Scriptures and others who will be in the wedding should also attend. Optional gifts for the priest and church should be brought to the rehearsal, as well as the programs, if you choose to have them. You MUST bring your Marriage License to the rehearsal. The priest will keep License in his office overnight so there is no chance that the wedding has to be cancelled due to a lack of a marriage license.

Rehearsal Date: \_\_\_\_\_ Time: \_\_\_\_\_

Wedding Date: \_\_\_\_\_ Time: \_\_\_\_\_

## Additional Considerations

No food or drink of any kind may be brought into the Church or any of the facilities. Water is provided to the wedding party in the Bride's room. Alcoholic beverages are not permitted anywhere on the Church property. It is your responsibility to see that

## **Contact Numbers**

St. Catherine of Siena Church

Phone: 919-570-0070

Fax: 919-570-0071

**Pastor:** *Reverend Bill John Acosta, Ext. 132*

**Parochial Vicar:** *Reverend James Magee III, Ext. 103*

**Wedding Administrator:** *Gigi Rastelli, Ext 104 (grastelli@scswf.org)*

**Music Director:** *Brenda Rebilas, Ext 107 (brebilas@scswf.org)*

**Wedding Coordinator:** *Ann Garrett, 919-556-8732*

*Revised 06/2018*