



WEDDING GUIDELINES

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Reserving Your Wedding Date

A payment of \$300.00 will reserve your wedding date on the parish calendar. This fee helps to defray the parish's costs of preparing for and celebrating your wedding.

- Weddings may be scheduled for Friday afternoons at 4:00 pm, or on Saturdays at 11:00 am or 2:00 pm. There are seasons in the Church liturgical year, such as Lent and Advent, during which the celebration of a wedding is less appropriate. Also, because of the busy schedule of parish priests, deacons, and musicians, weddings between Christmas and New Year's are rarely scheduled.

Elements of the Preparation Process

Initial meeting with the priest or deacon. A priest or deacon will meet with you to discuss the meaning of the Sacrament of Marriage, as well as your understanding of this sacrament and why you choose to marry in the Church. They will explain the preparation process and the tasks that need to be accomplished. They will also assist you with the following paperwork.

- **Pre-nuptial questionnaire.** This is the main document for every wedding in the Catholic Church. It contains basic information and your sacramental history (baptism, confirmation, etc), as well as questions to determine whether or not you are free to marry in the Catholic Church.



- **Baptismal Certificates.** Each Catholic must obtain a recently issued copy of his/her baptismal certificate (within 6 months of the wedding date). This can be done by contacting the parish where you were baptized and asking them to send the baptismal certificate directly to Lumen Christi. A recently issued certificate will include notations of the other sacraments you have received. Other baptized non-Catholic Christians are required to present a photocopy of their baptismal certificate. The original is not necessary.
- **Other documents.** Some special circumstances may require additional documentation. For example, if either one of you has been married before, an annulment is needed. This process can take up to 18 months to complete. Weddings cannot be scheduled until the necessary annulment has been granted.
- **Site address.** For wedding invitations and directions for your guests, as well as mailing documents or payments to our parish office, please use the address below. The parish office phone number is 262-242-7967.

Lumen Christi Catholic Church
2750 W. Mequon Road
Mequon, WI 53092

Fees. As mentioned above, there is a \$300 payment due to Lumen Christi Parish to schedule your wedding. This fee includes the sacramental stipend, stole fee, preparation materials, FOCCUS, and parish expenses. If you wish to give the Presider an expression of appreciation in addition to this, you may do so directly to him.

- Information on fees for musicians will be provided by the Director of Music and Liturgy, Margaret Caldwell. She can be reached at 262-512-8982 or caldwellm@lumenchristiparish.org.



Archdiocesan Enrichment Program for the Engaged. This program is offered as a day long Saturday event or as a Friday/Saturday overnight event. It is your responsibility to register for and attend one of these programs. The program includes some short talks by married couples and by a priest, with the majority of time given to the two of you to talk and share about specific topics and responsibilities of marriage. **Visit the Archdiocesan website for more information and to register on-line:**

www.johnpaul2center.org/NazarethProject/EngagedEnrichment.htm.

FOCCUS: Pre-marriage Inventory. You will be contacted by a married couple from our parish. They will guide you through the FOCCUS Questionnaire and Inventory and discuss the results with you. The Inventory is meant to facilitate an extended discussion between you and the married couple about the joys and challenges of married life.

Civil License. It is your responsibility to obtain a marriage license from the county court house in the Wisconsin county in which you reside. If your residence is in another state, the marriage license must be obtained in Ozaukee County, the county in which Lumen Christi Parish is located. Details are on the Ozaukee County website www.ozaukee.wi.us/163/Marriages.

BANNS OF MARRIAGE. The printed announcement of your marriage is called the "BANNS OF MARRIAGE". It is the publication of your wedding in the parish bulletin (on the three weekends prior to your wedding date). The parish office will see to the publication of these banns.

Preparation for the Wedding Liturgy (the Rite of Marriage)

The priest or deacon will provide you with a booklet that explains the various parts of the wedding liturgy. After your initial discussion with him, you will need to contact Margaret Caldwell at 262-512-8982 or caldwellm@lumenchristiparish.org.



- **The Marriage Rite: Whether during Mass or outside of Mass?**
Early in your marriage preparation it will be determined if the Rite of Marriage should be celebrated within Mass (a nuptial Mass) or celebrated outside of Mass (a marriage ceremony). Much of this is explained in the opening pages of the **Together for Life** book found in your wedding folder. Your desires in this matter should center on what form of liturgy best will enable the particular wedding assembly to celebrate with both of you.
- **Readings.** Besides the suggested scriptural readings, it is also acceptable for any other scripture passages to be used.
- **General Intercessions.** You may use the suggested general intercessions or write your own. If you write your own, refer to the form and options given in your wedding planning book. When completed, a copy of the written intercessions should be given to the priest or deacon.
- **Unity Candle.** The “Unity Candle” is a recent tradition that is neither mentioned nor required by the liturgical documents of our Church. If you wish to include this symbol in your ceremony, you will need to provide the Unity Candle itself. An appropriate candle-holder will be provided by the parish. The parish will also provide the two individual candles from which the unity candle is lit.
- **Decorations/ Liturgical Environment.** The liturgical decorations that are in place for the congregation as a whole are not to be moved. We ask that you discuss your floral arrangement with the priest, deacon, or liturgical minister prior to ordering them. Floral arrangements and decorations should not be attached to the pews with tape or any other damaging device. We welcome any floral arrangements you may wish to leave in the church after the celebration of the wedding. Nothing may be thrown in the aisles or outside of the church. We discourage the use of aisle runners because they can be distracting and unsafe.



Celebrants / Officiants of the Marriage Rite

- **Presider.** Ordinarily, the priests or deacons of Lumen Christi will officiate at weddings celebrated in the parish. You may invite a priest or deacon to concelebrate with the parish priest/deacon, or even to preside at your wedding by himself without the presence of parish clergy. In this latter case, you first need to obtain permission from the Lumen Christi parish priest.
 - Every visiting Catholic minister needs to provide a “Letter of Suitability” from his diocese or religious superior. When ministers of other Christian denominations or other faiths are taking part, further documentation may be necessary.

- **Music Minister.** The Director of Music and Liturgy at Lumen Christi always conducts the consultation and planning sessions with the engaged couple (not with other family members or wedding planners). The usual practice is that musicians from Lumen Christi will be the principal musicians at your wedding. All music chosen must be in accordance with Archdiocesan guidelines and reflect the religious and sacramental nature of marriage.

The music minister may also assist in outlining your Order of Worship and scheduling an organist and a cantor. You are responsible for creating, duplicating and distributing your Orders of Worship (the wedding programs). You may invite other musicians from outside our parish, but you are to discuss this first with the Director of Music and Liturgy. As a norm, all music involving the participation of the assembly is led by a trained cantor from Lumen Christi. Payment of any non-parish musician is entirely your responsibility.

- **Lectors, gift bearers, Eucharistic ministers, ushers, and members of the wedding party.** These are significant ways in which members of your families and your friends can become involved in your wedding ceremony.



About the Rehearsal

The wedding rehearsal is usually scheduled on the evening before your wedding ceremony. A typical time is 5:00 p.m., but the final time will be determined with the priest or deacon. The rehearsal will take about an hour.

In addition to the ministers and family members involved in your wedding ceremony, you will need to bring the following items to the rehearsal:

- copies of your wedding program (Order of Worship)
- marriage license
- payment for musicians not already given to the Director of Music and Liturgy
- a copy of the general intercessions (if you have chosen to write your own)
- the unity candle (if you have chosen to use one), or any other symbols you have chosen.

For the Wedding Day

Rooms are available for the wedding party. It is strongly recommended that the bride and bridesmaids come dressed to the church. Please help to maintain the cleanliness and order of the rooms.

- You are allotted 45 minutes following your wedding ceremony for a receiving line, pictures, and clean-up. We ask this of you in order to respect the time needed to prepare for services that follow.

PHOTOGRAPHY/VIDEOTAPING GUIDELINES

The celebration of marriage is a sacred moment of rejoicing in prayer, song, and gesture. We understand the desire to record this moment, and so we have studied carefully the different locations from which pictures might be taken without disrupting the assembly's prayer. Please observe the following guidelines so that the sacred joy of this day can be enjoyed by all.

- Flash photography is only allowed before and after the wedding.
- Before and after the wedding, the church will be open to take pictures (flash allowed). If group photographs are to be taken before the wedding, arrangements should be made with the priest/deacon to ensure that there are no conflicts with other scheduled liturgies.



- Please do not interfere with the processions. **Stay out of the center isle.**
- Respect should always be given to the presence of the Blessed Sacrament.
- Additional microphones for video may be placed in the sanctuary only if they are wireless and do not interfere with the wireless sound system of the church.

If you have questions, please check with the priest or deacon prior to the service.