

N.E.T. Catholic

Holy Matrimony Guidelines

Congratulations on your engagement!

We are delighted that you have chosen to celebrate your marriage at N.E.T. Catholic. We are a network of sister parishes which consists of All Saints Parish in Lansing, Holy Cross Parish in Dryden and Saint Anthony Parish in Groton.

We are here to assist you in your Catholic wedding preparation. Such preparation will require some time so **contact us at least six months in advance**; the sooner the better!

In the Roman Catholic tradition, **Holy Matrimony is a Sacrament**. The lived, day to day relationship sealed through the exchange of vows becomes a sacred place to experience God's incredible love.

For Holy Matrimony in the Catholic Church, two persons, at least one being Catholic...

- Freely enter into a vowed commitment of respect, reverence and love.
- Make this promise for a lifetime, which includes the promise of fidelity, and are
- Open to bearing children, providing for their good and bringing them up in the faith.

The exchange of promises between the bride and groom is a commitment to love one another for life. Thus the couple's love and pledge of fidelity becomes a sign of God's love for God's people. This powerful promise speaks to all those assembled.

The priest or deacon, the families of the couple, the attendants and the assembled gathering of friends, witness what the bride and groom promise.

The Church will be reserved for you and the date for your wedding will be set only after you have had your initial interview with our Sacramental Catechesis Coordinator and Deacon. An \$100 deposit should be sent in soon after this interview and is refundable if plans for your wedding change and the church is notified well in advance.

In conclusion, these months of preparation for your marriage will be busy and exciting. If you find there are ways in which the parish staff can be of assistance, please contact us. While your engagement, showers, rehearsal, reception and honeymoon are all significant parts of the celebration of your Holy Matrimony, the Rite of Holy Matrimony is seen as the center of the Christian celebration.

May these days of preparation hold many blessings!

"Over all these virtues put on love, which binds the rest together and makes them perfect." Colossians 3:14

Contact Information:

N.E.T. Catholic

All Saints — 347 Ridge Road, Lansing, NY

Phone: 607-533-7344

Office Hours: Mon. 1:00-4:00pm

Tues./Thurs. 9:00am-1:00pm

Holy Cross — 375 George Road, Freeville, NY

Phone: 607-844-8314

Office Hours: Mon./Wed. 8:00am-12noon

Fri. 1:00-5:00pm

Saint Anthony — 312 Locke Road, Groton, NY

Phone: 607-898-5135

Office Hours: Mon.-Thurs. 8:00am-2:00pm

Father Daniel Ruiz, Parochial Administrator fr.daniel.ruiz@dor.org 607-288-2350

Deacon George Kozak, N.E.T. Catholic Sacramental Minister

george.kozak@dor.org

Mary Ann Kozak, N.E.T. Catholic Sacramental Catechesis Coordinator

mary.ann.kozak@dor.org

Julia Phillips, All Saints and Saint Anthony Music Ministry

julia.phillips@dor.org

Jeanne Pellerin and Barb Ivers, Holy Cross Music Ministry

Things to keep in mind for your preparation:

Both parties must be free to marry.

(If not a member of this parish, permission must be obtained from your parish)

PRE-CANA

All couples preparing for the Sacrament of Marriage are required to participate in a Pre-Cana Session. Information about sessions being offered in the Diocese of Rochester can be found at the following web address:

<http://www.dor.org/index.cfm/evangelization-catechesis/sacraments/marriage/>

“Fully Engaged” Questionnaire

To help in the preparation process, you will be asked to complete a marital inventory indicator, called “Fully Engaged.” This tool provides assistance in articulating values that we hold sacred and value highly in couple communication. More information can be obtained from the following web address:

<http://www.dor.org/index.cfm/evangelization-catechesis/sacraments/marriage/fully-engaged/>

Newly issued Baptismal Certificate

All Catholic parties are required to produce a newly issued copy of a baptismal certificate which can be obtained, at no charge, from the church of your baptism. It should be issued within six months of the wedding.

Marriage License

You will need to secure a New York State marriage license, which can be obtained from any city or town hall. Please bring it in the envelope to the rehearsal.

If couple is being prepared outside the Diocese of Rochester

When preparation and paperwork is complete your paperwork must be sent by the preparer to that diocesan Chancery, who will send it to the Diocese of Rochester Chancery and who will then send it on to the church where the wedding is to be registered. Paperwork must be received before the date for rehearsal.

If couple is being married outside of the Diocese of Rochester

Our parish staff is happy to assist members of the parish who are being married in another diocese. You must have permission from the pastor for this to occur and you will need to fulfill the requirements of this diocese. Please contact Mary Ann Kozak for further information.

Offering

For the use of one of the churches\$300.00

This fee includes the fee for “Fully Engaged” Questionnaire/& book \$30, Parish Organist \$100 and Cantor \$100 and \$70 for the church facility is all included in the one fee paid to the Parish.

\$100.00 deposit - \$100.00 paid 3 mos. before wedding - \$100.00 paid before the day of rehearsal. You may also pay the entire fee at the time of the deposit if you so wish.

Minister:

There is no set fee required to the Priest or Deacon for the assistance, guidance and services offered for your wedding. However, a couple may offer in gratitude whatever seems appropriate if they wish.

Meetings *(normally at least four are required)*

- **Initial Interview:** To get acquainted, answer any questions you may have, fill out necessary preliminary paperwork, which includes determining your freedom to marry, and confirming the date and time for your wedding.
- **Second & Third Meeting:** This is an opportunity to review the “Fully Engaged” profile, and provide you with materials to plan your wedding ceremony. Even though the preparation is conducted by Mary Ann Kozak and Deacon George Kozak, **it is always the couple’s choice if they want Fr. Daniel or Deacon George to witness their wedding. If the couple chooses to have Fr. Daniel as the witness or if they**

are having a nuptial Mass they should schedule an appointment with Fr. Daniel at least a week prior to the rehearsal.

• **Fourth Meeting:** (Usually conducted once Pre-Cana is completed and Baptismal Certificates have been obtained. See checklist) to complete paperwork with the documents you bring. This is also an opportunity to meet before the rehearsal to discuss your selections of readings, etc. for your wedding and answer any questions before the rehearsal.

Depending on where you live and other circumstances there is a possibility to meet more or less often.

Music

You need to discuss your music choices with Mary Ann who will then seek approval of choices from the parish music director. There are some restrictions on the music that may be used at a Church wedding. Ideally, you will plan some music the congregation can sing so that all can praise God and pray together for you in music. This is a powerful way to help your friends and family be participants, not simply observers.

Our parish music director can make recommendations for possible cantors. Our parish musicians are generally available to play at your wedding if not already booked. The fee for the organist (including consultation, one rehearsal and ceremony) and cantor is included in the church fee if your wedding is at one of our parish churches. You may have a musician play who is not affiliated with the parish. However, church fee will remain the same and they would need to contact our music director for information and permission to participate. Diocesan policy requires that they be paid through the church. So, their fee will be added to the church fee (along with a small administration fee). They will also be required to fill out the appropriate paperwork in the parish business office.

Photographers

Couples being married should ask their photographer to respect the sacredness of the Church and the holiness of the commitment they are celebrating. Therefore, the photographer is expected to abide by the following guidelines and do nothing that will distract from the ceremony itself.

Please ask the photographer to introduce themselves to the Presider before the liturgy and receive any last minute instructions. Photos may be taken in the aisle before Mass begins and from the choir, side aisles or back, during Mass.

A video camera may be set up out of the way and may run throughout the ceremony, provided it is not moved and the photographer does not move about in a distracting way. Be sure that the placement of your equipment does not obstruct the flow of traffic in the aisle at communion time.

To keep the focus on the Mass, the wedding ceremony and the Bride and Groom, no photos may be taken from anywhere in the sanctuary during the ceremony. No flash

photos may be taken during the homily or during the Eucharistic Prayer, the consecration or communion of Mass.

You may remain in Church for photos for a reasonable time after your celebration. **If your wedding is scheduled at Saint Anthony for Saturday afternoon, photography must conclude no later than 3:45pm, when everyone is to leave the church and parking lot.**

Do's

Have the ushers, groom and best man in church at least 60 minutes prior to the wedding

Eat something prior to the ceremony

Take care of your personal needs just prior to arriving at church (including the wedding party).

Bride and attendants, be at the church at least 30 minutes prior to the start time

DO enjoy yourself—it is the most important day of your new life together!

As soon as the music starts, leave everything in the hands of the Lord, with the Presider's assistance!

Don'ts

No throwing of rice, birdseed, or flower petals or bubbles

No alcohol on Church grounds at rehearsal or the wedding

“So faith, hope, love remain, these three; but the greatest of these is love.” I Corinthians 13:13 6

Marriage Preparation Check-list

This checklist has been created to assist you as you prepare for your wedding day. Please refer to it and use it to keep track of what you may still need to address as you move forward

Call office to assure date and time are open.

Contact Mary Ann Kozak to make appointment for initial meeting ...determination of ceremony or Mass

After Initial Meeting

If your date is not confirmed after the meeting, do what you need to do to get the date confirmed (*Annulment needed? Or other?*)

If your date is confirmed:

Give the office the \$100. Deposit

Schedule your pre-marriage preparation

Schedule appointment to begin "Fully Engaged" inventory

Fill out the "Fully Engaged" inventory

Attend follow-up meeting(s) regarding "Fully Engaged" results

Complete Pre-Cana sessions (you will receive a certificate at completion)

Six Months Prior to Wedding

Catholic parties to contact Church of Baptism to secure a NEW Baptismal certificate

When all required documentation is in hand (*Pre-Cana certificate, Baptismal certificate*)

Contact Mary Ann Kozak to schedule final meeting

Complete PMI form

"Together for Life" book received and explained, selections made

Discuss and plan music

Secure New York State marriage License (*valid for 60 days before the wedding*)

When all preparation is completed

If you are having a Mass or have decided to have Fr. Daniel witness your Holy Matrimony please make an appointment with him at least a week prior to rehearsal.

(At least one week prior to date of rehearsal please provide the balance of fee for the church)

For Rehearsal

Bring marriage license.

"Over all these virtues put on love, which binds the rest together and makes them perfect." Colossians 3:14 7