



Saint Justin Martyr Catholic Church

2050 West Ball Road
Anaheim, California 92804
(714) 774-2595

Sacred Heart Mission

10852 Harcourt
Anaheim, California 92804

Marriage Information and Requirements

TABLE OF CONTENTS

General Wedding Information and Guidelines	2
Required Meetings and Programs	3
Required Documents for the Catholic Church	4
Required Documents for the State of California.....	5
Special Situations & Cases.....	6
Special Exceptions to Our Marriage Guidelines	7
General Wedding Information	8
The Environment of the Church.....	10
Wedding Music Guidelines/Diocese of Orange	11
Florist Guidelines and Agreement.....	12
Photographer Guidelines and Agreement.....	13
Videographer Guidelines and Agreement.....	14
Answers to Frequently Asked Questions	15
Wedding Fees and Check Lists	16



General Wedding Information and Guidelines

1. We ask that Couples who wish to be married at Saint Justin Martyr contact one of the parish priests or deacons **at least six (6) months prior to the wedding** by filling in and turning in marriage application. This allows sufficient time for the couple to prepare and to fulfill the Church's requirements for marriage.
2. The marriage of two Catholics is normally celebrated within the context of a mass. There is, however, the option of having the ceremony without a mass. This would be of particular interest to couples in which one of the parties is not in a position to receive Communion or is not Catholic.
3. It is customary to give a donation to Parish on the occasion of your wedding. St. Justin Martyr Parish is able to provide services and facilities through the generous donation of parishioners. The recommended donation is \$350.00. No couple will be refused the Sacrament of Matrimony because they cannot make a full donation.
4. Fees: Certain services involve the time and talent of people who will insure your wedding will be a wonderful experience. For this reason the following fees are charged to you: The fee for the wedding coordinator, Lisa Cruz is \$100.00. The fee for our musician, Antoinette Miraflor is \$200.00 Altar servers are usually paid \$10.00 each. Please make checks payable to St. Justin Martyr Church. Altar servers should be paid by cash.
5. It is customary to give a stipend or gift to the priest or deacon celebrating your wedding. The recommended amount, *in cash*, is \$100.00. It would certainly be a nice gesture for all the time and effort he has invested in the wedding preparation. The generosity of your gift is left to your discretion.

Required Meetings and Programs

1) MEETING WITH THE PRIEST/DEACON

The parish priest or deacon has the responsibility of preparing the couple for sacrament of marriage. Normally the priest or deacon will want to meet with the couple at least three to five times to discuss the requirements of marriage in the Catholic Church, talk about the religious significance of the reception of the sacrament, receive and fill out the necessary paperwork, and discuss the actual ceremony.

2) A REQUIRED MARRIAGE PREPARATION PROGRAM

One of the following marriage preparation workshops **is required** for marriage in the Catholic Church. **It is the couple's responsibility to register for and complete one of the following programs within the time specified at the first meeting with the priest or deacon.** The priest or deacon will further explain these program options at the time of the meeting:

- a) Catholic Engaged Encounter (www.eeweekend.org)
- b) Communication Workshop for the Engaged
- c) Evening for the Engaged

3) OPTIONAL FOCCUS COMMUNICATION EXERCISE

In addition to the above requirements, some priests or deacons require the completion of the FOCCUS Communication Exercise. This exercise must be taken within four weeks of the initial meeting. You must schedule a time with the priest or deacon to complete the exercise together at the parish office and, at that time, schedule a follow-up appointment to discuss the results. If this exercise is necessary, the priest will advise you on your initial meeting.

Required Documents for the Catholic Church

The following documents should be submitted to the priest or deacon celebrating your wedding.

1) **BAPTISMAL CERTIFICATE**

- a) The Catholic parties to be married need to submit a recent copy (issued within the last 6 months) of their Baptismal Certificate. This can be done by contacting the church of baptism for a copy of the certificate.
- b) Christians of other faith traditions who have been baptized are asked to present any record of their Baptism.

2) **FIRST COMMUNION AND CONFIRMATION CERTIFICATES**

The priest or deacon will need to see documentation of First Communion and/or Confirmation for each Catholic party. This information is usually indicated on the back of the baptism certificate. If the information is not noted on the back of the baptism certificate, contact the church where the sacraments of First Communion and Confirmation were made to receive a copy of the certificate(s).

3) **CIVIL MARRIAGE LICENSE**

A civil Marriage License is required to be married in the Church. The license is good for 90 days. The Marriage license should be obtained a month before the wedding. It is not necessary to be married civilly before being married in the Catholic Church. The priest or deacon presiding at your wedding has the authority of the State of California to witness marriages. Please refer to page 5 on how to obtain your Marriage License.

The State of California does not permit clergy to witness marriages without a Marriage License. The priest or deacon is subject to penalties by the State for proceeding without a Marriage License. Therefore, if you do not present a valid Marriage License by the time of your rehearsal, we will have no choice but to cancel your wedding.

4) **INNER-FAITH OR MIXED FAITH MARRIAGE DISPENSATION**

If a Catholic party wishes to marry a person of another faith tradition, a dispensation is required from the Bishop. This form is supplied by and filled out in the presence of the priest or deacon at one of the meetings.

5) **LETTERS OF FREEDOM TO MARRY**

These are sworn statements by parents or close relatives stating that each party has never been married before and are free of any impediments to be married in the Catholic Church. The priest or deacon will provide these forms.

6) **PRENUPTIAL QUESTIONNAIRE**

This is a very brief questionnaire that the couple is asked to complete individually with the priest or deacon. It is an official record of the couple's understand of Sacrament of Marriage and their personal declaration that they are entering into Marriage of their own free will. This takes places during one of the meetings with the priest or deacon.

Required Documents for the State of California

1) **PROCEDURE**

You may fill out your application for your Marriage License online by going to:

<https://cr.ocgov.com/marriageappointment>

Both parties must appear in person (together) at the Orange County Clerk's Office to apply for the marriage license.

Orange County Clerk-Recorder's Office – Marriage License Division

211 W. Santa Ana Blvd. Room #201

Santa Ana, CA 92702

(714) 834-2710

Monday - Friday, 8:00 a.m. – 4:30 p.m.

The license is issued on a first come/first served basis. (No appointments are made.) The license is valid immediately upon issuance and remains valid for **90** days. The fee for a public license is \$61.00 (*current as of March 2008*).

2) **PROOF OF AGE**

Proof of age is required. Acceptable as proof of age: birth certificate, hospital certificate, or baptismal certificate (showing date of birth), military dependent's card, driver's license, or government identification card.

3) **UNDER 18 YEARS OF AGE**

Anyone under 18 must contact the Marriage License Clerk's Office at 700 W. Civic Center Drive, Room D-100, Santa Ana, CA.

4) **CITIZENSHIP/RESIDENCY**

No citizenship or residency is required.

5) **DIVORCED/DEATH/ANNULMENT**

For divorced persons, the final decree must have been entered before the application for marriage license. No proof of divorce/death/annulment is required, but the date must be known. However, a copy of the Final Judgment must be presented at the time of application for a current license if the judgment has been granted within three months from the present application.

Please note: Any divorce issues must be discussed with the priest or deacon prior to any dates being set for your marriage in the Catholic Church.

Special Situations & Cases

A) SPECIAL SITUATIONS

- 1) The Church requires that special steps be taken when there are any potential problem areas that may cause unusual stress for a newly married couple. Some of these special cases include the following:
 - a) Couples who are living together before marriage.
 - b) Display of immaturity exhibited by an absence of physical, intellectual, and/or psychological development.
 - c) Lack of comprehension and appreciation of the Sacramental aspects of marriage.
 - d) Non-practice of faith by the Catholic party.
 - e) One or both parties having had a previous marriage or marriages (civil, Church, or common law).
 - f) Reasonable objection to the marriage by either a parent or guardian.
 - g) Refusal of either party to participate in any preparation program.
 - h) When a pregnancy is involved.
 - i) When either party is under the age of 20.
 - j) When there is no means of financial support.
- 2) When **any one** of these or any similar conditions are present in either party, the priest or deacon will explain what extra steps (in addition to the regular steps outlined in this packet) are necessary and required **BEFORE ANY DATE CAN BE SET FOR THE WEDDING.** At the discretion of the priest or deacon preparing you for marriage one of these extra requirements may be the need for the couple to meet with an approved pre-marital counselor for an evaluation of their readiness for marriage.

C) PREVIOUS MARRIAGE

A *previous marriage* of one or both parties also requires some special attention. Before a wedding date may be set, the priest or deacon must ascertain that both parties are **free of any legal or sacramental impediments** to marry in the Catholic Church. Each situation is unique and will need to be investigated separately. In most cases, some counseling is necessary. In addition to a certified copy of the marriage license, the following documents will be required:

- 1) In the case of a death of one spouse, a certified copy of the death certificate.
- 2) In the case of the Catholic's party's civil marriage, a certified copy of the Marriage License and the Final Decree of Divorce.
- 3) In the case of the Catholic party's Church marriage, a copy of the Church's "Declaration of Nullity" indicating that the marriage in question has been annulled.
- 4) In the case of the Non-Catholic party's civil or Church marriage, a copy of the Church's "Declaration of Nullity" indicating that the marriage in question has been annulled.

In any of these cases, a separate page highlighting the necessary documents will be provided.

Special Exceptions to our Marriage Guidelines

All of the following guidelines and instructions must be adhered to explicitly.

All exceptions must have the approval of the pastor. All couples with special exceptions will be provided with the necessary requirements under a separate heading in written form.

MARRIAGES WHERE BOTH PARTIES LIVE OUTSIDE THE PARISH BOUNDARIES / NON-PARISHIONERS

- A) For marriage where both parties **live in** Orange County but outside the boundary of Saint Justin, or are not parishioners of Saint Justin:
- 1) There must be a connection with Saint Justin Martyr Church, such as:
 - a) Having lived here previously, attended school or was previously registered.
 - b) Parents are still living in the parish and are supporting members of the church.
 - c) A letter to the pastor stating reasons for using Saint Justin Martyr Church.
 - 2) The couple must fulfill all requirements for marriage as stated in this packet.
 - 1) In cases where a priest from outside the parish is to witness the marriage:
 - a) The priest or deacon must have the permission of the pastor to witness the marriage.
 - b) The priest or deacon must present a celebrate letter from his bishop or religious superior that he is in good standing.
 - c) The priest must send a letter of Nihil Obstat through his diocese that he has completed all the requirements for preparation of the couple for the Sacrament of Marriage.
 - d) The priest must indicate that he will follow all the requirements for marriage at Saint Justin Martyr Church.
 - 2) The wedding coordinator for Saint Justin Martyr Church **must** be used for this wedding. Instructions by our wedding coordinator are to be followed explicitly. There are no exceptions to these instructions.
 - 3) A current address of the wedding couple is mandatory.
- B) For marriage where both parties **live outside** Orange County, a letter must be presented to the pastor as to the reasons for the marriage at Saint Justin. Not all reasons will be accepted. If these reasons are accepted:
- 1) All documentation and requirements are mandatory as stated in the guidelines above.
 - 2) The couple must be prepared for marriage by a priest of their "local" church.
 - 3) This priest must inform the pastor of his commitment to prepare the couple.
 - 4) A priest must be selected to perform the marriage. If this priest is not the same priest who is to prepare the couple, this priest must have the approval of the pastor.
 - 5) The priest must send a letter of Nihil Obstat through his diocese that he has completed all the requirements for preparation of the couple for the Sacrament of Marriage.
 - 6) All documentation must be personally approved by the pastor before the wedding can take place. Consequently, to prevent a last minute cancellation of the wedding, all documentation must be submitted 1 month before the day of the wedding.
 - 7) The instructions given by the wedding coordinator at the rehearsal and on the wedding day are absolute, no exceptions.
 - 8) A current address of the wedding couple is mandatory.
 - 9) Florists, photographers and videographers must be approved by the pastor & must sign the agreement(s) found on pages 13, 14 and 15 of this packet.

General Wedding Information

- 1) **ATTENDANTS:** A reasonable number of attendants is permitted. Flower girls and ring bearers are asked to be at least six years of age.
- 2) **ATTIRE:** The bride's dress and those of the attendants should be **modest** and reflect the sacredness of the Sacrament.
- 3) **FEES:** All related wedding fees (including the church fee, coordinator fee, musician fee, altar server fee, priest or deacon donation, etc.) are to be submitted by the night of the rehearsal. Altar servers should be paid in cash. Please refer to page 2 for more information.
- 4) **FLOWERS:** Arrangements must be made with a florist for flowers for the wedding. Refer to page 13 of this packet for more information as well as the florist's agreement.
- 5) **MUSIC:** The music that is chosen for the wedding should reflect our belief that this is a sacred event, a celebration of the presence of God. The purpose of the music is to draw the heart and mind of those present to God and to the holiness of the Marriage. Consequently, all music that is sung or played in church must be of a religious nature. (Refer to page 11 of this packet for more information.)

We only allow parish musicians to provide music for your wedding. We do not allow outside musicians.

- 6) **PHOTOGRAPHY:** Photographers **must** remember that this is a **religious** ceremony. The basic underlying principle is that their actions should **never** be a distraction to break the concentration of anyone in attendance at the ceremony. Therefore, the photographer is asked to sign the agreement on page 14 of this packet.
- 7) **RECEPTION:** The Saint Justin Hall is not available for wedding receptions.
- 8) **REHEARSALS:** Rehearsals are usually held during the week of the wedding. Please contact the wedding coordinator to schedule the day and time. The rehearsal takes about one hour and includes approximately 10-15 minutes to discuss any details. The remainder of the time will be a practice of the ceremony. All the participants of the wedding should be in attendance, including the wedding party, readers, and parents of the bride and groom. If the photographers and musicians are unfamiliar with our services here at Saint Justin's, it is advised that they also attend the rehearsal.

Wedding rehearsals start on time. Please arrive early. If no one has arrived for the wedding rehearsal 15 minutes after the scheduled start time the wedding coordinator has been instructed by the pastor to leave.

- 9) **TIMES OF WEDDINGS:** Saturday weddings are scheduled at **10:00 a.m., 12:00 p.m., and 2:00 p.m.** All weddings **must** begin on time so that the services that follow will not be delayed.
- 10) **VIDEOS:** A video camera may be used during the wedding ceremony. Refer to page 15 of this packet for more information as well as the videographer's agreement.

11) **WEDDING COORDINATOR:** Soon after the tentative date for the wedding has been set, the coordinator should be contacted to reserve your time for the rehearsal. The coordinator will be responsible for all the mechanics of your rehearsal and wedding day. The fee for the wedding coordinator is \$100.00. This fee reflects all the time and effort put into the rehearsal and wedding. The wedding coordinator at Saint Justin Martyr is Lisa Cruz. She can be contacted at 714-393-9446.

The Environment of the Church

The color and design used in Saint Justin Martyr Church reflect the spirit of a particular liturgical season. Your wedding will take place during one of these seasons. Please understand that the liturgical environment does not change for weddings. Matrimony is a sacramental rite celebrated within (not exclusive of) the church year.

The liturgical seasons invite worshipers to enter into the seasons of Christ's life in order to illumine the sacredness in the moments and seasons of their own.

Your wedding liturgy is a sacred and memorable moment for you and those who celebrate with you. As you choose your wedding colors, you might want to consider the color and design used to enhance the environment of the church at the time of your wedding.

May the plans and preparations you make for your wedding give honor and praise to God, the source of all beauty, all inspiration, and all happiness.

Wedding Music Guidelines

Diocese of Orange

While marriage is an intensely personal event in the lives of two people, Christian marriage is more than a private celebration of love. It is an act of worship and a sacrament as well as a wedding ceremony. Because it takes place in the church, the marriage liturgy expresses the faith, not just of a particular couple and their family and friends, but of the whole church. Therefore, it is most important that all elements of your wedding, including the music, reflect this faith.

Appropriate music is so vital to good liturgy that in 1972, the American Bishops published Music in Catholic Worship. This important document explains and clarifies the role of music in the liturgy. One of the primary principles advocated is that any piece of music used must be evaluated according to its musical, liturgical, and pastoral effectiveness. This means that the music in question must be “technically, aesthetically, and expressively good,” that it must function appropriately in the liturgy itself, and that it must assist those present to express their faith (Music in Catholic Worship, Article 25-39). These criteria apply to wedding liturgies just as they do to any public liturgical event. The following music guidelines are based on Music in Catholic Worship as well as other sources, and will assist you in planning the most beautiful and appropriate music possible.

MUSICAL PRIORITIES When thinking about music for a wedding, the first things that come to mind are organ processions and recessions, and solos. And of course, you probably *will* want a joyous organ to accompany the procession into the church, and another to accompany the procession out of the church. And certainly, two or three solo pieces (either sung or instrumental) can add a beautiful dimension to the music.

An area that is often overlooked for wedding liturgies, however, is assembly participation. This is unfortunate because when the people in attendance join in the sung prayer at a wedding, it is a powerful sign of their love and support. In fact, there are certain texts that the Church recommends be *sung* rather than *recited* whenever possible, and furthermore, that they be sung by the assembly – not a soloist. These are the Responsorial Psalm, Gospel Acclamation, and when Mass is part of the wedding liturgy, the Holy, Holy, Memorial Acclamation and Great Amen (Music in Catholic Worship, Articles 53 and 63).

It is also a good idea to have the assembly join in singing a hymn or two during the wedding liturgy. For instance, a joyous hymn of praise sung immediately following the procession “helps to gather the people together as a prayer assembly.”¹ Another possibility is a communion hymn, especially one with a familiar refrain that can easily be sung without the aid of a missalette or hymnal. This is especially helpful as people move forward to receive the Eucharist.

The music that you choose for assembly participation should be as familiar as possible. Acclamations and hymns that are sung regularly in the parish work best. Likewise, this type of participation can only be accomplished with the help of an *experienced cantor*. Even though you might have a friend or acquaintance who sings beautifully, unless he/she is a *trained cantor who ministers regularly in a Catholic Church*, he/she will not be effective in, and may not assume this role.

¹ Celebrating Marriage. Paul Covino, Ed. (Washington, DC: The Pastoral Press), 96.

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Dear Florist,

You have been asked to provide decorations for the wedding of _____ and _____ on ____ (Day) _____ (Month) _____ (Year). Please note the following instructions for working in our church:

- 1) You will work under the direction of the church wedding coordinator.
- 2) You have access to the church 30 minutes before the wedding.
- 3) No aisle runners are permitted. Ribbons are not to be draped between the pews. No stands or pillars are to be used in the aisles.
- 4) Pew Bows are only to be attached with rubber bands. Metal hooks and tape do not work well on our pews. **Our coordinators will remove any decoration attached any other way.**
- 5) No candles or candelabra are to be used in any of the decorations. We provide all necessary candles.
- 6) Corsages and boutonnieres must be marked with the names of the persons to receive them if our coordinators are to distribute them.
- 7) No plastic or paper wrappers on the flowers for the mothers or for the Blessed Mother are allowed.
- 8) Only rubber balloons are to be released in front of the church, no mylar balloons are permitted.
- 9) No rice, confetti or rose petals are allowed inside or outside the church.
- 10) Remove your trash from the church and any other area so the facility is presentable for the next user or a fee will be charged.

Thank you for your cooperation.

I understand what is expected from me. I recognize that failure to observe these rules will result in refusal of permission to work at this parish at any future celebrations.

Florist Signature

Please attach a business card.

Date

Saint Justin Martyr Catholic Church

2050 West Ball Road † Anaheim, CA 92804 † (714) 774-2595

Dear Photographer,

You are invited to photograph the wedding of _____ and _____ on _____ (Day) _____ (Month) _____ (Year). You will be working directly under the supervision of one of our wedding coordinators who is instructed in the policies regarding filming in the church.

The Sacrament of Marriage is exchanged between the couple and witnessed by the assembly. Therefore, it is important that undue noise or movement does not distract the assembly. Refrain from any movement in the sanctuary during the ceremony. No pictures are allowed in front of the first pews of the church during the ceremony. You may not use any flash or floodlighting during the ceremony.

Find the coordinator before the wedding, and she will show you where it is acceptable for you to set up your tripod. With today's equipment, it is not necessary to run all over the church to get special photos; long lenses work just fine.

If time permits, and the coordinator is agreeable, you may be given some time after the wedding for photographs in the church, however, you must wrap it up when the coordinator tells you that your time is finished as they must set up for the next wedding. When you are directing the wedding party, please remember that the church is not a hall. It does not cease being a church after the wedding; people do come in to pray between weddings, so work quietly.

If you think that you will need some height when taking photographs, please bring a step stool with you. You are not permitted to stand on the church furniture, chairs, or pews.

Be aware that the coordinators can and will ask you to leave if you create undue disturbance.

No rice, confetti or rose petals are allowed inside or outside the church.

We want the couple to have wonderful pictures for this special occasion, but we must maintain the dignity of the sacrament and the church first.

Thank you for your cooperation.

I understand what is expected from me. I recognize that failure to observe these rules may result in my immediate termination and will result in refusal of permission to work at this parish in future celebrations.

Photographer Signature

Date

Please attach a business card.

Saint Justin Martyr Catholic Church

2050 West Ball Road † Anaheim, CA 92804 † (714) 774-2595

Dear Videographer,

You have been invited to video the wedding of _____ and _____ on _____ (Day) _____ (Month) _____ (Year). You will be working with one of our wedding coordinators who is instructed in the policies regarding filming in the church.

The sacrament of Marriage is exchanged between the couple and witnessed by the assembly. Therefore, it is important that the assembly is not distracted by undue noise or movement. You may not use any floodlighting during the ceremony.

Find the coordinator before the wedding and she will show you where it is acceptable for you to set up your tripod. You will remain in that position for the entire wedding.

If you think that you will need some height when taking photographs, please bring a step stool with you as you are not permitted to stand on the church furniture, chairs, or pews.

When taping the wedding, please remember that the church is not a hall. It does not cease being a church after the wedding; people do come in to pray between weddings, so work quietly.

No rice, confetti or rose petals are allowed inside or outside the church.

Understand that the coordinators can and will ask you to leave if you create undue disturbance.

We want the couple to have wonderful pictures for this special occasion, but we must maintain the dignity of the sacrament first.

Thank you for your cooperation.

I understand what is expected from me. I recognize that failure to observe these rules may result in my immediate termination and will result in refusal of permission to work at this parish in future celebrations.

Videographer Signature
Please attach a business card.

Date

Answers to Frequently Asked Questions

- 1) The best man and maid of honor do not have to be Catholic, but they must be at least 18 years of age.
- 2) You may use any florist you wish, but they must understand our guidelines and sign an agreement to abide by them. (The guidelines and agreement for your florist is located on page 12 of this packet.) You may take the flowers and other decorations with you after the ceremony. No candles, candelabra, etc., other than those supplied by the church are to be used. No pillars or stands are to be placed in the aisles for any kind of decoration. No rice, confetti or rose petals are allowed. **The aisles must be clear.**
- 3) Pictures may be taken during the wedding. Videotaping is also permitted. Your professional photographer(s) should be discreet and consult with the coordinator prior to the ceremony. With today's equipment, flash and bright lights are not necessary; they are extremely distracting during the ceremony. Your photographer and videographer must obtain a copy of our rules and sign the agreements. (The photographer and videographer's guidelines and agreements are located on pages 14 & 15 of this packet.) **Also advise your friends as much as possible before the wedding not to use flash cameras during the ceremony.**
- 4) Twenty (20) minutes may be allowed for pictures after the wedding, provided time permits, a coordinator is present, and the photographer has agreed to our guidelines and abided by them. Refer to the guidelines for photographers and videographers on pages 13 & 14 of this packet for more details.

Wedding Check Lists

WEDDING FEES FOR SAINT JUSTIN PARISHIONERS

Church Donation

Deposit: \$100.00

Church: \$250.00

Church Donation \$350.00

ADDITIONAL FEES:

Altar Servers: \$10.00 (per server, in cash)

Coordinator: \$100.00

Musician: \$200.00

Priest/Deacon: \$100.00 (optional, in cash)

CHECK LIST

_____ Completed one of the **marriage preparation** workshops described in the enclosed packet. The workshop is required for marriage in the Catholic Church. It is your responsibility to register for and complete one of these programs within three months of the initial meeting.

_____ Obtained a current copy of your baptismal certificate (issued within the last 6 months) if you are Catholic. This may be obtained by contacting the church where you were baptized. Include your full name, birth date, date of baptism (at least the year), father's name, and mother's maiden name. This certificate should be sent to *Saint Justin Martyr Catholic Church*.

_____ Submitted the Free Status to Marry forms.

_____ Submitted the required wedding fees (as stated above and on page 2) **before** the night of the rehearsal.

_____ Obtained a valid California Marriage License.

_____ Planned your wedding ceremony using the booklet *TOGETHER FOR LIFE*, and considered the involvement of friends and family in the wedding liturgy as appropriate.

_____ Scheduled an appointment with the priest or deacon to review your ceremony and to collect any remaining paperwork *eight weeks* before the wedding.

_____ If you are Catholic and have not received the sacrament of Confirmation, contacted the Faith Formation Office at 774-2595 ext. 126.

_____ OPTIONAL - according to the priest - completed the FOCCUS questionnaire. This exercise must be taken within four week of the initial meeting.

