



Our Lady of Sorrows Roman Catholic Church
 21 E. Sola Street, Santa Barbara, CA 93101
 Maria Ortiz, Parish Wedding Coordinator
 805-963-1734 | weddings15@olssb.org

Preparing For The Sacrament of Marriage

Welcome to Marriage Preparation at Our Lady of Sorrows

To ensure a smooth process, please follow these steps:



Gather Sacrament Certificates

- **NEW Baptism Certificates**, issued within the last six months, from the church where you received your sacrament.
- **COPIES of First Holy Communion & Confirmation Certificates**
If you do not have a file copy, contact the church where you received your sacraments.



Take The FOCCUS Pre-Marriage Inventory

- **Contact the Parish Wedding Coordinator** to take the FOCCUS Pre-Marriage Inventory (\$40 fee)



Meet With A Priest

- Only when you have ALL of your sacrament certificates ready, the Parish Wedding Coordinator will email you and the priest to request a time for your first meeting to review your FOCCUS results.
- *If previously married*, you must also bring copies of marriage licenses, divorce decrees and annulment confirmations.

After Your Appointment With a Priest

- **Attend a Marriage Preparation Class or Engaged Encounter Retreat**
Visit <http://archla.org/marriageprep> or call Candy Metoyer at 213-637-7250 for information and dates.
 - **Bring the Certificate of Completion** to the parish office or email to weddings15@olssb.org
- **Our Wedding Coordinator will contact the bride and groom** four months before the wedding date to coordinate your four witnesses who will need to come in person to the parish office to answer and sign the "Affidavits of Free Status" form in the presence of a parish representative.
- **Request a civil marriage license** from the Santa Barbara County Recorder Clerk three months prior to your wedding date. Bring the marriage license at the parish office immediately as we must have this on file in advance.

Marriage Dates and Times — The Sacrament of Marriage is celebrated on:

- Fridays at 2:00pm and 4:00pm
- Saturdays at 10:30am, 12:30pm and 2:30pm
- Due to annual city-wide events, we do not schedule weddings for the 3rd or 4th weekend in June and the 1st weekend in August. Weddings during Lent and Advent cannot include flowers. Dates are reserved in a first-come-first-served basis.

Marriage Stipends — Includes preparation time, Mass and parish Wedding Coordinator

- Couples not residing in the Santa Barbara area: \$2,000
- Non-registered parishioners: \$1,500
- Registered parishioners in our database at least 12 months prior to meeting with a priest: \$750
- Refundable deposit, if all policies are upheld: \$500

Please Note Our Payment Policies

- Stipend can be paid in cash, personal check, debit or credit card.
- The deposit and half of the stipend must be paid in full by the day of your first appointment with a priest.
- No refunds will be issued if wedding is cancelled.
- The service of preparation for couples receiving the Sacrament of Marriage at another church: \$375



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STOP! Read all policies and guidelines below BEFORE signing and submitting this form.

Parish Wedding Coordinator

The Parish Wedding Coordinator oversees all aspects of the rehearsal and church ceremony.

Outside coordinators are NOT responsible for, or involved in, ANY part of the LITURGICAL CELEBRATION.

The Parish Wedding Coordinator will contact you three months prior to your wedding date to set up the rehearsal. The Parish Wedding Coordinator will be present at your wedding to guide you through the ceremony.

Music

To arrange music for the ceremony, you are responsible for contacting our registered musicians (Parish Wedding Coordinator will provide a list). You are responsible for ensuring they are available on your selected date and time. The musician is responsible for ensuring that only liturgically appropriate music is played. Music is paid for through the parish office, not the musician directly. The only exception for a non-registered musician is for mariachi. You must receive pre-approval from the Parish Wedding Coordinator for a mariachi band. Mariachi are required to only perform music that is appropriate for the occasion and keeps the solemnity of the Mass and Sacrament in mind. The cost for musicians is not included in the Marriage Stipend.

Celebrant Priest or Deacon From Another Parish

A priest or deacon from our parish will be assigned to celebrate your Marriage ceremony. If you have a priest or deacon from another parish who you would like to preside at the celebration/Mass, he must fill out the Celebrant Agreement form, provided by Our Lady of Sorrows Church and return it to our parish office three months before the wedding date. Please note, if he does not have faculties in the Archdiocese of Los Angeles, he must provide a letter of good standing from his ordinary at least three months before the wedding.

Rescheduling The Original Wedding Date

A fee of \$300 will be charged for changing the date and/or the time of your marriage ceremony. The bride or the groom will need to come to the parish office and fill out the appropriate forms if there are any changes in the date and/or time of the Marriage Ceremony.

Flowers / Decorations

Flower arrangements must be left in the church as an offering. Flowers placed on the end caps of the church pews must be on plastic clamps; no tape or wired ties are allowed. Due to safety reasons, we do not allow runners down the center aisle or arches obstructing the view of the altar. Any other decorations will not be allowed.

Photography / Videography

Photographers and videographers must report to the church 30 minutes prior to the ceremony to check in with the Parish Wedding Coordinator and receive final schedule and details of the celebration. They must follow all directions and restrictions given by the Parish Wedding Coordinator. They are not allowed down the aisle, in front of, or on, the altar at any time. Drones are not allowed in church.

Rice, birdseed, confetti, flower petals, soap bubbles, balloons, glitter or alcohol are not allowed in the church or outside the church grounds at any time.

All couples: A stipend of \$200 for our priests or deacons is always welcome and appreciated and is not included in the Marriage Stipends listed above. If you desire to share an offering with the priest or deacon, please do so directly and not through the parish office.

We have read the above and understand we are responsible to uphold these policies and guidelines to have our deposit refunded after the Marriage date:

_____ at _____ in (circle one): English Spanish Bilingual
 (Requested Date of Wedding) (Requested Time of Wedding)

Bride's Signature: _____ Date: _____

Groom's Signature: _____ Date: _____

Please be advised that we reserve the right to make changes to these guidelines/policies without prior notice, as well as Covid requirements or other needs, as outlined by the Archdiocese of Los Angeles. (8/20/2021)