

WEDDING POLICIES ST. ANDREW CHURCH

Your wedding day is one of the most special days in your life. On this day you make a solemn, lifelong promise, a covenant with each other and with God, witnessed by God's people, your relatives and friends. Your wedding, therefore is special to others too. It affects both the civil and the Church communities. We at St. Andrew Church want your wedding to be beautiful, memorable and fully significant.

PREPARATION

St. Andrew Church is available for the wedding of any registered member of the parish. This is also extended to those who do not live in the area, but whose parents are active, registered, and contributing members. The normal times for Saturday weddings are 12:00 noon & 2:00 p.m. A Saturday evening wedding at 6:30 p.m. may be provided as an accommodation to those who are registered, active, and contributing to the parish for at least one year prior to the date of scheduling. Weddings may be scheduled on other days if there is no conflict with previously scheduled parish activities. No weddings will be scheduled on Sundays.

Arrangements must be made with one of the priests of the parish at least four months prior to the date desired. A wedding date can be confirmed only after you have met with the priest. If one has not been registered for at least one year prior to the date of scheduling, there will be an additional charge of \$200 to secure a wedding date.

In addition to meetings with the priest who prepares the couple for marriage each couple must complete a "pre-Cana" program. Please check with the priest for the different programs that are offered.

The following documents must be presented to the priest:

1. A **Certificate of Baptism**, dated not more than six months prior to the date of marriage, must be obtained from your church of baptism and presented before the wedding.
2. A civil **Marriage License**, presented to the priest at the time of the wedding.
3. Written permission of the pastor of the bride if she is a member of a parish other than St. Andrew.

CEREMONY

In accord with diocesan policy, the wedding of two Catholic persons normally takes place during Mass. When either the bride or groom is not a Catholic the Mass is usually not celebrated. It is recommended that one of the priests or deacons assigned to St. Andrew take an active role in the ceremony. A visiting Catholic clergy may be the principal celebrant, or be a concelebrant. The parish priest or deacon working with the couple should always be informed months prior to the wedding about the participation of other clergy. Also, non-Catholic clergy who have a special relationship with the bride or groom are also welcome to participate in the ceremony.

There are a number of options available for a Catholic wedding ceremony. These can be chosen by the couple together with the priest who will officiate. There may be two or three readings from Sacred Scripture. One of these must always be a selection from the Gospels. Readings other than from the Scriptures may not be used during the ceremony. A wedding scheduled for Saturday evening must use the readings for the following Sunday. Either the first or the second Reading (but not both) may be substituted with another approved reading.

Please keep in mind that if a marriage is to take place during Lent, plans should respect the special nature of the liturgical season. Too much "display" should be avoided.

MUSIC

Please refer to the St. Andrew Church document, "Sacred Music Policy for the Celebration of the Sacrament of Marriage."

FLOWERS

Flowers for the wedding are to be selected and purchased by the bride. Flowers used in the altar area should remain after the wedding. You may wish to share the cost of the altar flowers if there is another wedding scheduled. Please inform the florist that flowers are not to be placed on top of the altar itself, and that nothing is to be attached to the pews by glue, tape, or other adhesive. The use of aisle candles is prohibited. An aisle cloth may be used at the discretion of the bride. The aisle is 88 feet long. This can ordinarily be obtained from the florist and must be removed immediately following the ceremony.

PHOTOGRAPHS

The photographer must confer with the priest as to when and where photographs may be taken during the ceremony. While a wedding is a festive occasion it must be remembered that the Holy Eucharist is reserved in the main body of the church. Therefore it is imperative that reverence and respect for God's presence be shown at all times prior to, during, and after the ceremony. The sanctuary of the church is not available for a backdrop for a photo session prior to the wedding. Following the wedding, 15 minutes of pictures may be taken in the church, and it is permissible to use the sanctuary area as a setting for these pictures.

DRESSING

The bride and her party may use the rooms located in the parish hall to dress. St. Andrew Church is not responsible for any valuables left in this room. This room must be vacated before the ceremony if another wedding is to follow. This room must be left as you found it.

RECEIVING LINE/RICE

The receiving line is appropriately formed at the place of reception. In the church, all are God's guest and therefore no receiving line is formed in the church.

Please inform your guests that the throwing of rice, confetti, or birdseed is not permitted at St. Andrew Church.

SERVICE FEES

Effective February 1, 2002 the following service payment structure has been established for all weddings celebrated at St. Andrew Church.

1. Once the wedding date has been confirmed, a nonrefundable deposit of \$100 is required. No further marriage preparations will be allowed until this deposit is received.
2. The remaining balance is due one month prior to the celebration of the marriage.

Fees and Services Breakdown:

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|--|---------------|
| Minister's stipend | \$ 200 |
| Music Director | \$ 150 |
| Cantor/Soloist | \$ 75 |
| Coordinator | \$ 100 |
| Assistant | \$ 50 |
| Sacristan | \$ 25 |
| Altar Servers (2) @ | \$ 10 each |
| Less than one year member surcharge | \$ 200 |
| TOTAL | \$ 620 |
| TOTAL with surcharge | \$ 820 |

REHEARSAL

Mrs. Gil Iafolla is the parish wedding coordinator and rehearsal director. You are required to use the Coordinator, her Assistant, the sacristan, and the altar servers.

To schedule a rehearsal call:

Mrs. Gill Iafolla 451-3591

THINGS TO REMEMBER

1. Call Mrs. Iafolla (451-3591) for rehearsal time not more than one week after getting a fixed wedding date.
2. Schedule an appointment with the Director of Music at St. Andrew Parish (451-1839)
3. Pay deposit to reserve church.
4. Schedule appointment with priest.
5. Acquire all necessary documents.
6. Pay balance for fees/services 1 month prior to wedding date.

Normal business hours for St. Andrew Parish Office are Monday through Friday 8:30 am – 4:30 pm.

Marriage preparation times are arranged with the priest who is preparing you for the reception of the sacrament.

St. Andrew Parish Office
1899 McCoy Rd.
Columbus, OH 43220
451-4290

St. Andrew Church **Planning Guide** **for the** **Celebration of the** **Sacrament of Marriage**