

*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 holy.*

## **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, and whose parents are active, registered, and contributing members. Saturday weddings are scheduled for 2:00 p.m. A wedding may be scheduled at 11:30 a.m. or 6:30 p.m. for parishioners if there is a previously scheduled wedding in the afternoon or by permission of the priest. Weddings may be scheduled on other days if there is no conflict with previously scheduled parish activities. A wedding may be scheduled on a Sunday only under exceptional circumstances.

Arrangements must be made with one of the priests or deacon of the parish at least six months prior to the date desired. A wedding date can be confirmed only after the couple has met with the clergy.

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

The following documents must be presented to the clergy:

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. This certificate must also include notations of other sacraments that you have received or not received. For baptised non-Catholics, one must present evidence that one was baptised, such as a copy of a baptism certificate.
2. In the case of a second marriage, either a copy of a death certificate of one's former spouse or a Decree of Nullity from an Ecclesiastical Court must be provided.
3. A civil Marriage License, presented to the wedding coordinator at the time of the rehearsal, along with an uncompleted marriage certificate. Also include the form the officiating clergy will complete (with the envelope) to submit to the Probate Court for the wedding to be recorded.
4. Written permission of the pastor of the bride if she is a member of a parish other than St. Andrew.

## **WEDDING LITURGY**

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. A Mass is not an option if the non-Catholic party has not been baptized. 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 visiting clergy must be licensed by the State of Ohio. 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 Scripture and prayer selections available for a Catholic wedding liturgy. You will receive a booklet from which to make these selections. You should receive one when you complete your Pre-Cana program or there is also a supply in the parish office. You will need to select three Scripture passages. One of these must always be a selection from the Gospels, which can only be proclaimed by a priest or deacon. Non-scriptural readings may not be used. A wedding Mass scheduled for Saturday evening must use the readings for Sunday, as the Solemnity for Sunday takes priority. However, the second or New Testament reading may be substituted by another selection from the booklet.

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 couple. Preferably, 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 and aisle cloth is prohibited.

## **PHOTOGRAPHERS/VIDEOGRAPHERS**

The photographer and videographer must confer with the Coordinator as to where they can be positioned during the ceremony. Other than the processional and recessional they are to maintain a discreet presence outside the seating area of the main body of the church. The clicking sound of the camera can be a distraction, and one should try to minimize that usage. Since the Holy Eucharist is reserved in the tabernacle, and at Mass

Christ becomes present on the altar, reverence and respect for God's presence is to be given 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.

Flash photography may be taken during the processional and recessional only. The photographer/videographer can step out into the center aisle area but must work so as not to impede the flow of the processions.

**DRESSING**

The wedding party may use the rooms located in the Church and School designated by the wedding coordinator to dress preferably no earlier than an hour and a half prior to the wedding. St. Andrew Church is not responsible for valuables left in the rooms. The rooms must be left as you found them. The wedding party is permitted to bring in bottled water and light snacks if needed prior to the wedding. No other food or drinks are permissible.

**RECEIVING LINE/RICE**

The receiving line is appropriately formed at the place of reception. In the church, all are God's guests and, therefore, no receiving line is formed in the church. It is prohibited to block off the center aisle so that guests may not have access to seating.

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

**REHEARSAL**

Contact Jen Wenzke at (614) 451-4290 or [jwenzke@standrewparish.cc](mailto:jwenzke@standrewparish.cc) to schedule your rehearsal after your initial meeting with the priest. You are required to use our parish wedding coordinators to direct your rehearsal and assist with the wedding at the church. One of the coordinators will contact you 4 - 6 weeks prior to the wedding to schedule a meeting. You are also required to use the parish altar servers.

**THINGS TO REMEMBER**

- ◆ Contact Jen Wenzke for church availability.
- ◆ Schedule appointment with priest or deacon.
- ◆ Pay \$100 deposit to reserve church.
- ◆ Acquire all necessary documents
- ◆ Schedule an appointment with the Philip Lortz, St. Andrew Parish Director of Music, 3-6 months prior to wedding at (614) 451-1839.
- ◆ Pay balance for fees/services 1 month prior to wedding date.

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*The following service payment structure has been established for all weddings celebrated at St. Andrew Church.*

**SERVICE FEES**

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. The remaining balance is due one month prior to the celebration of the marriage.

Priest/Deacon Stipend .....	\$200
Altar Servers - Mass only.....	\$ 40
(2 at \$20 each) .....	
Music Director .....	\$200
Coordinator .....	\$180
Cantor/Soloist.....	\$ 75
<b>Total .....</b>	<b>\$695</b>

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**St. Andrew Parish Office**

1899 McCoy Rd. • Columbus, OH 43220 • 614-451-4290 • Monday through Friday 8:30 am to 4:30 pm

**St. Andrew Church (for invitations)**  
 4081 Reed Rd. • Columbus, OH 43220