

# Information for Wedding Ceremonies

## Information for Wedding Ceremonies Information & Agreement

Bride \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_

Groom \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_

Wedding Date \_\_\_\_\_ Time \_\_\_\_\_  
Rehearsal Date \_\_\_\_\_ Time \_\_\_\_\_

Priest/Deacon \_\_\_\_\_

Deposit paid \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_  
Balance paid \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ & \_\_\_\_\_  
have read or will read the contents of this booklet and  
understand they are expected to follow the information  
listed in this booklet.

Date \_\_\_\_\_ Received by \_\_\_\_\_

Detach this sheet and provide to bookkeeper.  
(March 2016)



## Cathedral of St. Eugene

Roman Catholic Church  
2323 Montgomery Dr.  
Santa Rosa, CA 95405  
(707) 542-6984

## **Congratulations!**

The priests of the Cathedral of St. Eugene extend to you both our sincere congratulations on your decision to join your lives together in Holy Matrimony. We hope to do our best to make your wedding day as happy and memorable an occasion as possible. In pledging our full cooperation, we only ask that the plans you propose remain within the bounds of propriety and taste befitting a ceremony within the Catholic Church. For your convenience, we ask you to read the following information to assist you in preparing for your wedding.

### **Requirements for Marriage in the Catholic Church**

Matrimonial union is between a man and a woman of whom at least one is a Baptized and Confirmed Catholic.

You must meet with a Catholic priest at least six months before the wedding date.

You must attend an approved marriage preparation and a Natural Family Planning class within the six months.

You must obtain a Marriage License and present it to the priest or deacon who is celebrating your wedding no later than the rehearsal date.

If you are **not** a member of the Cathedral parish, then we do require a letter from your parish priest identifying your practice of the faith and his permission to celebrate the Sacrament at the Cathedral.

### **Information Needed**

–Proof of Baptism for Catholics must be obtained. Please arrive to your first meeting with the name and address of the Church where you received your Sacraments.

\* Active parishioners are those who are registered envelope users who give an average of \$500 or more per year to the general collection.

### Approved Marriage Prep Programs

The following programs are required to complete the wedding preparations. Both must be taken.

#### **Evenings For the Engaged**

Contact: Marty & Patty McCormick (707)838-4079

#### **Natural Family Planning** (Couple to Couple League)

Contact: Kelly & Annette Righetti (707)538-3635

[www.ccli.org](http://www.ccli.org) to sign up on line.

### Music

Should the bridal party want music at the wedding ceremony, you are welcome to engage appropriate musicians. The choice of hymns should be in good taste and in keeping with the religious nature of the occasion.

All music must be approved by the celebrating priest.

**Cathedral Organist Steve Angelucci 537-0449**

**Recommendations can be made for vocalist or other Cathedral musicians.**

**NOTE: A \$75 set up fee will be charged for outside musicians and an additional \$35 for each rehearsal.**

### Wedding Coordinators

The Cathedral of St. Eugene provides wedding coordinators to assist you with the wedding planning at no additional cost to the wedding party. If you are not using a priest from this parish you must have your priest contact the Rector for this service.

**No outside** wedding coordinators or planners are allowed to operate within the church.

### Church Use Fees

Active parishioners\* \$ 450.00

Non parishioners or non-active parishioners \$ 650.00

The bride or groom may invite any Catholic priest in good standing to celebrate the wedding with our Rector's delegation. A NON REFUNDABLE deposit of \$100 must be paid in order for the date to be reserved on our calendar. The balance is due one month before the wedding date. All fees must be made on time to hold your scheduled time slot.

This fee does not include a donation for the priest or deacon who officiates at your wedding.

### Time

You may schedule your wedding date on any day of the year with the following exceptions:

**Ash Wednesday, Holy Week, Easter Sunday, and Christmas Day.**

**Weddings are discouraged during Lent.**

Weddings are usually scheduled on Saturdays. The time slots available for **Saturday** weddings are as follows:

**11:00 a.m. 1:00 p.m.**

If you would like to celebrate your wedding on a day other than Saturday, please check with one of our parish priests for date & times that are available.

### Preparatory and Departure Times

You will be allowed a **MAXIMUM** of one half hour before the wedding for set up of flowers, cameras, video equipment, etc. and one half hour after the wedding for pictures and the removal of equipment and flowers.

After the ceremony your guests will be ushered out of the church following the bridal party. The bridal party will then return to the church for pictures. Be mindful of the half hour maximum, being that the next wedding or event will be preparing directly after yours. The church must be completely vacated by 12:30 p.m. (for the 11:00 a.m.) or 3:00 (for the 1:30 p.m. wedding).

### **Rehearsal**

This is a time of great joy for you and your entire wedding party as you gather in church to rehearse for your wedding. We ask the Bride and Groom to remind everyone to show proper respect during the entire time the wedding party is in the church. It is also important to have your Wedding Party **arrive on time.**

The rehearsal ordinarily takes place on an evening shortly before your wedding when the church is not in use. Please book your rehearsal when you reserve the church for your wedding, if not then soon afterward.

### **Bridal Party**

Once again, the Bridal Party will be expected to display proper respect while in the church and on church grounds. This includes no food, drink or gum chewing. No alcohol is permitted anywhere on the church grounds either before, during or after the wedding. Children involved in the Bridal Party who are less than six years old should be seated with a parent or guardian after they process into the church.

### **Photographers and Videographers**

The church will be available one half hour prior to the wedding for set up and pre-wedding pictures. All photography must be completed and equipment removed

from the church one half hour after the wedding. No exceptions.

Pictures may be taken in the church using natural light or camera flash. No additional lights, umbrellas or screens may be set up. Studio type portraits of the bride and groom or bridal party should be taken at the studio or at the reception.

During the wedding ceremony or Mass, the photographer or videographer is to show proper respect for the religious rites. Photographers are not permitted to be in the Sanctuary area around the altar during the wedding and are expected to remain stationary during the entire ceremony.

Videographers are limited to two cameras. Videographers may not “plug into” the existing sound system of the parish. No video editing equipment is allowed in the church. Again videographers must remain stationary during the entire ceremony.

### **Environment**

Pew bows are permitted, but must be attached to the pews using clips, ties or other material (**no tape**) which will not leave marks on the wood. **NO Unity Candles are permitted during the ceremony.** Parish liturgical decorations are not to be removed.

It is up to you to arrange for your flowers through the florist of your choice. Flowers can be placed in front of the Ambo (pulpit). No floral arrangements are allowed in front of the altar. Flowers may be presented in honor of the Blessed Virgin Mary after Communion. No rice, birdseed, rose petals or other “thrown objects” are permitted before, during or after the wedding ceremony.