

Sacrament of Marriage Guidelines for Marriage Preparation



Our Lady of Hope Family of Parishes

St. Francis de Sales Church

20 Desales Avenue ✦ Lebanon, Ohio 45036 ✦ (513) 932-2601

St. Philip the Apostle Church

944 E US 22 & 3 ✦ Morrow, Ohio 45152 ✦ (513) 899-3601

Parish Staff

513-932-2601

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Congratulations on your Forthcoming Wedding!

May God bless you abundantly during your engagement
and throughout your married life.

Like you, we want your wedding to be both a beautiful and a sacred event—one that
reflects the love of God for his people and your love for each other.

Your marriage is a sign (sacrament) of God's love for his people. For just as God
entered into a deep and personal relationship with his people, so too, the two of you
are about to enter into a deep and personal relationship with each other through
the Sacrament of Matrimony.

This booklet will help you to prepare for your marriage and for your wedding
ceremony. May the Lord Jesus, who was a guest at the wedding feast in Cana,
bless you and fill your hearts with love.

It goes without saying that the Sacrament of Marriage should be celebrated in the church
where at least one of the parties is a member and participates in the faith life of the
community. As such, if you are not a registered parishioner, we ask that you register at the
parish before planning your wedding. Non parishioners who wish to celebrate a wedding at
St. Francis or St. Philip will be considered on a case-by-case basis.

Thank you for your understanding.

Marriage Preparation Process

To assist you in your preparation for marriage, the Archdiocese of Cincinnati has established a process to help couples grow in their understanding of marriage.

Pre-Marriage Programs:

Because of the importance of marriage to the Church and to society, the Archdiocese of Cincinnati requires that couples participate in some formal pre-marriage instruction. Currently Pre-Marriage Programs takes the following forms:

1. **Genesis: A Pre-Cana Retreat**
2. **Three to Get Married: Marriage Prep Retreat**
3. **Catholic Engaged Encounter**

Any of the above programs are acceptable. Make your reservations well in advance in order to be assured of the time that best suits you.

Couples also need to complete a course in **Natural Family Planning**.

Special Circumstances

The following special circumstances may necessitate additional steps in preparation for marriage:

19 Or Younger

- Special care and concern is given to young people because of the difficulty early marriages are experiencing today. Therefore, if either party is 19 years old or younger, the priest may also consult with the parents or guardians. Consideration for marriage in the Church will be given after such consultation.

Pregnancy

- Pregnancy alone will not be considered the determining factor in proceeding with or delaying marriage. It is very important in the assessment process to explore in depth the motivation for marriage.

Second Marriages

- Persons marrying after the death of a spouse or following an annulment are urged to address a variety of unique challenges and situations that couples entering a first marriage do not face. Unrealistic expectations need to be uncovered and openly discussed. The interaction of children coming together in a new marriage often poses special considerations.

Mixed Marriage

- When one of the parties is not Roman Catholic, the Rite for Celebrating Marriage outside the Mass is used.

Required Documents

Baptismal Certificate

If you are a Catholic, baptized in a parish other than St. Francis de Sales or St. Philip the Apostle, we must have a NEW copy of your baptismal record. A new copy is one that is not dated earlier than six months before your wedding date. You may obtain a new copy of your baptismal record by contacting the church where you were baptized. They will be happy to send you one.

If you were baptized in a Church other than the Catholic Church, please obtain a certificate of your baptism. The original will suffice. It will be returned to you.

Civil Marriage License

To obtain a Marriage License you may go to the Warren County Probate Court Building, 900 Memorial Drive, Lebanon, Ohio 45036. They are open for applications from 8:00 AM to 3:45 PM Monday through Friday, except holidays. Sorry no weekend hours and no appointments are accepted. If you have any questions, please call 513-695-1771. Marriage License can also be applied for online on the Warren County Probate Court website. The license is good for sixty (60) days.

The Liturgical Celebration

Who may perform the Ceremony

In the Catholic tradition, the bride and groom minister the sacrament of matrimony to each other; a priest or deacon and at least two witnesses are also required to be present.

Ordinarily, the pastor will preside at weddings celebrated in the parish. However, any priest or deacon in good standing is welcome at Our Lady of Hope parish with the pastor's approval. In the case of marriage between a Catholic and non-Catholic, an ordained minister from another church may assist in the ceremony.

The Setting of the Celebration

- A wedding between two Catholics is normally held in the context of the Nuptial Mass. However, special circumstances (for example - one or both parties do not regularly participate in Sunday Eucharist) may suggest celebrating the wedding in the context of the Wedding Ceremony. You may discuss this with the one who will preside over your wedding.
- A wedding between a Catholic and a non-Catholic is celebrated in the context of the Wedding Ceremony.

Servers

If you would like servers, you are welcome to invite trained servers that you know to serve at your Wedding Mass. Servers are not required for a Wedding Mass and will not be provided through the parish.

Guidelines for the Ceremony

These Guidelines and Directives will help you to have a beautiful and grace-filled wedding. We have taken them from the experience of married couples and from the laws and directives of the Church and the Archdiocese of Cincinnati for the celebration of the sacraments, taking into consideration the physical nature of our worship space.

Programs

The parish office does not provide wedding programs, and programs are not required. Below is an outline for the Mass for weddings. We hope this will give you guidance if you choose to prepare a program.

Order of the Wedding Mass

Prelude music

Bridal party procession

Bride processes in (with or without the Groom)

Introductory Rites

GREETING

OPENING PRAYER

Liturgy of the Word

FIRST READING

RESPONSORIAL PSALM

SECOND READING

GOSPEL ACCLAMATION

GOSPEL READING

HOMILY

The Rite of Marriage

EXCHANGE OF VOW

EXCHANGE OF RINGS

UNIVERSAL PRAYER

Liturgy of the Eucharist

PREPARATION OF THE ALTAR AND GIFTS

PRAYER OVER THE GIFTS

EUCCHARISTIC PRAYER

Communion Rite

THE LORD'S PRAYER

NUPTIAL BLESSING

SIGN OF PEACE

LAMB OF GOD

COMMUNION PROCESSION

PRAYER AFTER COMMUNION

Concluding Rites

SOLEMN BLESSING

DISMISSAL

RECESSIONAL HYMN

POSTLUDE

Fee for the Parish

There is a fee of **\$600.00** for parishioners. Please make the check payable to either St. Francis de Sales Church or St. Philip the Apostle Church. This is **NOT** a gift to the priest who is presiding at your wedding celebration.

The fee for parish musicians and cantor will be **\$300.00**.

Notes from the Music Director

Music is a very important part of the celebration of any sacrament. Music unites the voices of all present in praise and thanks to God. This is also true about your wedding celebration. Our Music Director, Mr. Doug Stegeman, will assist you in choosing music that will glorify God and enhance your celebration.

The Music Director will meet with the engaged couple to make music selections for the wedding liturgy and has final approval of all soloists and/or musicians, including those outside the parish. The parish is blessed with exceptional cantors who are available to sing solos, responsorial psalm, Gospel acclamation, and generally lead the assembly in song. In addition, options can be presented for additional instrumentation as desired (flute, violin, oboe, etc.). The total fee for the Director of Music, cantor/soloist(s), and/or instrumentalist ranges from \$200 to \$500 and details will be discussed at the initial meeting with the wedding couple. Payment should be mailed to the attention of the Director of Music at the parish office and received no later than two weeks prior to the wedding date. You may contact him by email at dstegeman@olohparishfamily.org

Flowers and Decorations

Flowers and other decorations are a great way to say that something special is happening. They enhance the worship area, contribute to the beauty of your celebration, and, most importantly, give praise to God.

Flowers

All wedding flowers, bouquets and bridesmaids' flowers should be real since they will be used in praise of God. Flower arrangements brought to church should be left in church after the wedding celebration.

Thank you for NOT dropping flowers or flower petals in the church. They can stain the carpet and tend to move under the pews and can be hazardous for people walking on them.

Please note: seasonal flower arrangements and decorations that the parish may have in place (e.g., Advent, Christmas, Lent, or Easter) have priority over things brought in for weddings. This also includes the color of the altar cloth.

Pew Decorations:

To ensure that your guests may move easily in and out of the pews and to avoid damage to the pews and chairs themselves, we ask that only ribbon without wire be used to attach decorations the pews. No pins, wire, hooks or tape may be used.

To ensure that the focal point remains on the celebration of marriage, it is important that the altar area remain free of anything that would impede the ritual movement and action.

Therefore, you are asked to observe these restrictions:

- No candle stands may be attached to pews.
- No rented candelabras or arches may be used.
- Nothing may be placed in the aisles at the pew ends.

For safety reasons, rice, confetti, sparklers, flower petals, or anything else thrown at you after the wedding are not permitted in Church or on the St. Francis de Sales or St. Philip campuses. Bubbles and balloons are not appropriate and not permitted. An aisle runner is not necessary and may become a safety concern. Thank you.

Photography and Videotaping

You are welcome to have a photographer take pictures during your wedding, as long as no distractions are caused during the liturgy. The photographer must remain outside the sanctuary area. Because the wedding ceremony is a sacred time, **no flash bulbs may be used.** (Flash pictures are permitted ONLY during the entrance and exit processions.) We ask that no other cameras be used during the ceremony. We also ask that you make every possible effort to notify your relatives and friends who will be attending.

Videotaping equipment may be setup at certain vantage points. Such cameras may not be placed in or behind the sanctuary area or in or on pews. If used, these cameras must remain in one place throughout the service. No additional lighting may be brought into the church.

Your photographer and/or videographer is asked to see the priest presiding at your wedding and/or the wedding coordinator before the wedding celebration. This will ensure that parish policy is clear and will avoid misunderstanding.

The liturgical environment is not to be altered in order to accommodate photos. No liturgical furnishings, e.g. candles, chairs, etc., are to be moved. The Church is a house of worship at all times, and is to be respected as such during the photos.

Facilities for the Bridal Party

A room for the bride and her attendants is available for one hour prior to the ceremony in the school building or pastoral center at St. Francis de Sales or in the Church Undercroft at St. Philips. (Call the parish office to schedule.) Please do not leave valuables or any personal belongings in this room during the ceremony. The space will not be accessible during the wedding or afterward.

Alcoholic Beverages

Smoking, eating, and drinking are inappropriate for church. It should go without saying that absolutely no alcoholic beverages of any kind are to be brought to church grounds or buildings before or after the wedding or the wedding rehearsal. No alcohol is to be consumed by the bride and groom or anyone in their wedding party the day of the marriage prior to the wedding.

“Clean Up” of the church after the Celebration

You may want to assign someone to collect any unused or forgotten programs and any forgotten personal items belonging to your guests. It seems that there is always a camera bag or a purse etc. that is left behind.

The Time of the Wedding

Couples who wish to be married at a Church in the Our Lady of Hope Parish Family should contact the parish office no less than 6 months and ordinarily no more than 12 months before the proposed wedding date.

At St. Francis de Sales, weddings are usually celebrated on Saturdays between the hours of 11:00am – 2:00pm or on Fridays between 6:00 - 7:00pm. At St. Philip, weddings start by noon or take place after 5 pm on Saturdays, or may be celebrated on Friday between 6:00- 7:00pm. Rehearsals are scheduled based on the availability of the Church and last approximately one hour. Preferred times are 6:00 or 6:30pm for rehearsals.

The wedding coordinator assigned to your wedding will walk you through the particulars around the rehearsal. It is imperative that rehearsals begin on time with all members of the wedding party and liturgical ministers (i.e. lectors) present. The marriage license should be brought to the rehearsal and given to the presider or wedding coordinator for its proper completion and filing.

We hope that these guidelines will answer many of your questions. We sincerely thank you for your cooperation and assure you that we are ready to assist you in any way possible to make your wedding a beautiful and prayerful experience!