

# **Annunciation Parish Policy on Marriage**

## **I. PRE-CEREMONY INFORMATION**

### **A. Arrangement with the Church**

Couples planning to get married should call the rectory for an appointment with the priest. This normally should be done one year in advance, but no later than six months before the wedding. This the minimum amount of time needed for adequate sacramental preparation.

### **B. Times of Weddings**

To be arranged with priest

### **C. Pre-Matrimonial Investigation (PMI)**

Four to six weeks before the wedding, each couple is to come to the Rectory to fill out the appropriate forms. An appointment with the priest must be made by phone in advance of the meeting. At this time the couple must bring with them:

1. New copies of Baptismal Certificates (dated within 6 months of wedding).
2. Certificate from Pre-Cana program
3. Wedding fees and late payment fee.
4. All other information that is needed, as found on page 4 of this handout.

### **D. Rehearsal**

The rehearsal date and time will be set at your meeting with the priest. The entire Wedding party, including the father of the bride should be present and at the Church on time. Any readers at the marriage ceremony should also be present at the rehearsal. The marriage license, selections of readings and prayers should be brought at this time also.

### **E. Celebrant**

Weddings are witnessed by one of the parish priests. However, when the family has a relative or close friend who is a priest or deacon and would like to have him officiate at the wedding, he is most welcome

### **F. Offerings**

The fees are to be paid to the parish secretary at the Rectory at least 2 weeks before the wedding.

## **II. THE CEREMONY**

### **A. On Time**

Because of our busy schedule of events, we must insist that the ceremony begin at the exact time scheduled. This means that the Bride and wedding party should arrive at the Church **5 minutes before the scheduled time.**

### **B. Selections – Readings and Prayer of the Faithful**

We encourage members of the family or friends to do readings. Please see the book “Partners in Life and Love” for the selections permitted.

### **C. Music**

This is to be arranged with our Director of Music, Jen Cardoni. The following paragraph is taken from Music for Weddings, Commission on Church Music, Archdiocese of New York. It is an excellent guide for marriage selections: “Today many requests are being made for currently popular songs of questionable liturgical value. A reading of their lyrics will often reveal that they in no way refer to the sacramental aspect of marriage, They can have a place at other parts of the wedding celebration, but have little bearing on what takes place at the altar. The entire wedding celebration is made up of several parts: The characteristics. Our concern is the liturgical celebration and its sacred nature, and we are bound to do all we can to uphold it.”

### **D. Florist**

The florist should contact the rectory concerning rules governing the decorations for the Church and the time available to decorate the Church. No lit candles are allowed and no tape of any kind is to be put on the pews. If taking the flowers after the ceremony, replace Annunciation’s flowers on the altar. **NO RUNNERS OF ANY KIND AND NO FLOWER PETALS ARE PERMITTED DOWN THE AISLES OF CHURCH.** This is done for safety reasons and no exceptions will be made.

### **E. Photographers**

All photographers must see the priest performing the ceremony at least 10 minutes before the scheduled time of the wedding. The priest will inform the photographer of the designated placed where pictures may be taken. Flash photos are permitted during the procession and recession of the wedding party; once the ceremony begins in the sanctuary area, only **NON-FLASH** photos are permitted. VHS cameras **without flood lights**, and if mounted on a tripod in an unobtrusive place, are permitted.

**F. Receiving Line**

After the wedding, the bridal party and their parents form a receiving line in the Church vestibule (or on the lawn – weather permitting).

**G. Rice and Bird Seed**

Rice and bird seed (and other material of a similar nature) are **NEVER** to be thrown in the Church vestibule or on the Church steps for reasons of safety.

**H. Please respect the sanctity of the Church and its grounds.** Alcoholic beverages are **NEVER** to be served on Church property.

**III. CIVIL LAW**

The state will issue a license for each marriage performed. The License is valid twenty-four hours after it is issued and is then valid for sixty days.

## **GENERAL CHURCH REQUIREMENTS**

The following are Church requirements each of you must fulfill before your wedding:

1. A recent copy of your Baptismal Certification issued by the Church of Baptism dated within six months before your wedding.
2. Dates of First Communion and Confirmation.
3. Make arrangements for announcing the Banns before the wedding both parishes. This may be waived at the parish level for appropriate reasons.
4. A letter from your pastor stating that you are free to marry and Banns of Marriage published at home parish.
5. Make arrangements with the Priest or Deacon officiating at the ceremony to fill out the required Pre-Marriage Questionnaire, and you must register for a marriage preparation program.
6. In Interfaith marriages, make arrangements with the officiating Priest or Deacon for any dispensation or permission that may be required.

## **CIVIL REQUIREMENTS**

For the Marriage License, apply at the office of any town or city clerk in New York State or at the Marriage License in any of the boroughs of New York City.