

St. Louis Church Rectory
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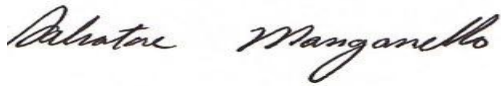
Dear Friends,

Congratulations on your engagement and upcoming wedding at Saint Louis Church. We are happy to be a part of this very important time in your life and look forward to helping you prepare for the wedding day and the living out of a lifelong commitment in marriage.

Proper preparation for marriage is one of the most important concerns of a person's life. The following pages should help you better understand the procedures that have been established at Saint Louis to help you prepare for your wedding and marriage.

If you have any questions or difficulties, please feel free to call the Rectory at 852-6040. May God continue to bless both of you as you prepare for a lifetime of joy and happiness together.

Sincerely yours in Christ,

A handwritten signature in cursive script that reads "Salvatore Manganello".

Rev. Msgr. Salvatore Manganello,
Pastor

1. MEETING WITH THE PRIEST

Each couple normally meets with the priest twice before the wedding. The **first** meeting gives the priest and the couple the opportunity to know each other. At this time, the priest will seek to ascertain if the couple has a mature understanding of Marriage in the Catholic Church. He will also determine whether or not the couple is free to be married at St. Louis Church. This will require **current** copies of couple's baptismal certificates. Proof of baptism is required for both parties.

Either the bride or the groom must bring a Letter of Recommendation from their Catholic Pastor. The priest will also outline with the couple what should be done before the wedding. A wedding time and date will be established during this meeting.

The **second** meeting with the priest takes place after the couple has been into the formal engagement for a period of time and completed a marriage preparation program. At this juncture, the Pre-Nuptial Investigation will be continued. If not previously done, the rehearsal date is scheduled and the particulars of the Wedding Ceremony are discussed.

It is the responsibility of the engaged couple to set up the appointment times. If the priest is not available when you call, please leave a message so that he will be able to return your call.

2. MARRIAGE PREPARATION

Each couple is expected to make some form of marriage preparation. You should make preparations at least six months before the wedding. Enclosed is a list such programs. It is important that you make arrangements early.

Information and reservations for these programs may be made through the Family Life Department at 847-2210 (Monday – Friday 8:30 a.m. – 4:30 p.m.) For couples who may find themselves with special needs, we recommend the **Prelude to Decision Program** operated through Catholic Charities at 856-4494.

3. DOCUMENTS NEEDED

A recent (within six months of your initial visit) copy of your Baptismal Certificate. To obtain your certificate, telephone or write the church of your baptism. (This establishes your freedom to marry in the Church).

A pastor has the privilege and duty to administer the sacraments to his own parishioners. He has no jurisdiction over those who are not members of his parish. Therefore, for non-parishioners, a letter of permission from your proper pastor is necessary.

4. MARRIAGE LICENSE

To be married in New York State, you must obtain a New York State Marriage License. This may be obtained from any City or Town Hall in the State. The license becomes valid 24 hours after the time of issuance and is valid for 60 days thereafter. We recommend that you obtain your license about one month before the wedding. Please give the license to the priest at the time of the rehearsal.

5. SACRAMENT OF PENANCE

It is strongly recommended that the members of the wedding party go to confession before the wedding. Marriage is a Sacrament, which requires openness to the Lord for the coming of His grace and His powerful help for future happiness. All eligible Catholics are encouraged to receive the Eucharist. Confessions at St. Louis are held each Saturday at 3:30 p.m. or by appointment. You may wish to go in your own parish or you may ask the priest at the rehearsal.

6. REHEARSAL

The Wedding Party, parents, and readers should be present for the rehearsal. Please assemble at the church 15 minutes before the scheduled time of the rehearsal. Frequently there will be more than one rehearsal the same evening. Promptness is a courtesy to whoever may follow you. You should bring the following:

Your Marriage License
Your Ceremony Outline (from "Together for Life")
Your Wedding Fee (if not paid earlier)

It is the responsibility of the bride and groom to schedule the day and the time of the rehearsal.

* A wedding coordinator/consultant may not be a part of the rehearsal or the ceremony itself. The coordinator would function for the reception.

7. MARRIAGE CEREMONY

Preparation Book: Saint Louis uses the book, Together for Life. This book contains various options for prayers, Scripture readings and vows. The bride and groom indicate their choices on the enclosed selection sheet. This selection sheet should be filled in and returned to the priest on the night of your rehearsal. We strongly encourage you to involve your wedding party, parents, relatives or friends as readers of Scripture. Please make sure the readers have a copy of the readings well in advance so that they can practice. According to church directives only Scripture readings can be used during the Liturgy of the Word.

8. MUSIC

If you are in need of an organist, you might wish to consider employing the services of Mr. Frank Scinta (838-4252); email Scinta@localnet.com. It is important to make this contact well in advance to make arrangements for the wedding.

The organist fee is contingent on several factors:

1. The number of musical selections he is expected to play.
2. The number of vocalists that he has to accompany.
3. The number of other musicians that he is expected to accompany.
4. Any additional rehearsals.

When selecting the music make sure that it reflects the dignity of the sacrament, and that it is appropriate for the liturgical action taking place. Since marriage is a sacrament and is thus an encounter with God, all the elements surrounding the wedding liturgy must reflect our belief that Christ is truly present. It is our policy that all music chosen before, during or after the wedding liturgy, be of a sacred nature, and reflect the Christian understanding of marriage. Recorded music is not permitted.

FURTHER NOTICES

PLEASE BE ON TIME

We try to give each celebration its proper and allotted time, so it is vital that you be on time for both the rehearsal and the wedding. It is important for your wedding to start on time. We recommend that the ushers be in the church 30 minutes before the wedding Mass begins to seat the guests in their proper places. The rest of the bridal party should be there 15 minutes beforehand to allow time to prepare for the procession.

ALTAR SERVERS

We have no scheduled altar servers. You may bring servers from your own parish; they should bring their own robes.

FLOWERS AND DECORATIONS

Arrange with your florist for church flowers and the optional white aisle runner (125). Ask the florist to call the rectory at 852-6040 for a specific time to deliver the floral arrangements and arrange them. All flowers are to be left in the church. Once you present gifts to the Lord it is most inappropriate to take them away. Many brides and grooms include in their program, "Church flowers have been donated in memory of N_____ and N_____." - a good way of remembering and mentioning deceased loved ones.

For safety reasons, please **DO NOT THROW ANYTHING IN OR OUTSIDE THE CHURCH (RICE, BIRDSEED, CONFETTI, ROSE PETALS, ETC. NO BALLOONS, SPARKLERS.)** Thank you for your cooperation.

PHOTOGRAPHER:

Please have the photographer and/or videographer consult with the priest before the ceremony. The photographer should not distract or interrupt the ceremony. If the church schedule permits it you may take set poses after the ceremony. Please check with church before the date of the wedding. A truly professional photographer should be able to obtain the necessary pictures and hardly be noticed. Family members and friends should likewise not cause a distraction with their cameras

RECEPTION LINE AND PHOTOGRAPHS

We allow two hours between each event celebrated at St. Louis. Provided your wedding begins on time, there should be time if you wish to have a receiving line at the front door of the church. If you have a receiving line at your reception, then one in church is not appropriate. Pictures may be taken after the ceremony, but the wedding party must be clear of the church by 3:30 p.m. if wedding is on Saturday.

REGISTRATION

You are most welcome to register at St. Louis and become a member of the parish here. To register, simply call the Rectory Office at 852-6040, Monday – Friday during business hours (9:00 a.m. – 2:00 p.m.). Registration forms are also available in the church.

THE CELEBRANT OF THE WEDDING

Usually your wedding will be witnessed by the Pastor of St. Louis, or a priest who has been especially invited to do so. The gift for this individual is your responsibility.

WEDDING OFFERING

The offering is \$500.00 which includes the church, parish priest and a secure parking lot. A \$250.00 non-refundable deposit is required at time of arranging date for service. This deposit is part of the total fee. The services for the music director are not included in this amount.

If you have an outside priest or deacon officiate at your wedding, you will be expected to provide for them privately. The outside celebrant is responsible for all preparations, including pre-nuptial investigation, rehearsal, as well as ceremony. If your priest does not conduct the pre-nuptial investigation 30 days before the wedding, please inform us. There is still the above fee for use of the church. Please mark the envelope with the church fee for Saint Louis Church. If payment is by check, make the check payable to Saint Louis Church.

Please give the church the fee minus the deposit prior to the rehearsal. **In order to confirm the date for your wedding, we must receive the \$250.00 deposit first.** Dates cannot be arranged without the necessary deposit.

MUSICAL SHEET

The wedding of: _____

Date: _____ Time: _____

Celebrant: _____

Musicians: _____

Processional: _____

Wedding Candle Ceremony: _____

Responsorial Psalm: _____

Gospel Acclamation: _____

Unity Candle: _____

Musical Selection during Preparation of the Gifts: _____

Sanctus (Holy, Holy): _____

Memorial Acclamation: _____

Great Amen: _____

Musical Selection for Sign of Peace: _____

Communion Selection: _____

Will you be taking flowers to the Blessed Mother: () Yes () No

Musical Selection for presentation to the Blessed Mother:

Recessional: _____

Other selections or comments: _____
