

# General Information

1. No date will be set for a wedding without a personal interview between the couple and one of Old St. Mary's parish priests. ***This is your recommended 1<sup>st</sup> Step.***

2. For couples preparing at Old St. Mary's, the documents should be presented and the nuptial questionnaire be completed **at least four months before the wedding.** It is the couple's responsibility to schedule an appointment with the consulting priest to complete this questionnaire. If the couple is being prepared at another parish, we need to have the paperwork here, in hand, at least four weeks before the wedding. If a visiting priest is to witness the ceremony, he is normally responsible for completing the paperwork and conducting the rehearsal.

3. With the growing number of weddings and religious services in our church, it is necessary that the rehearsal (45 minutes) and the wedding (one hour) start and end on time. Weddings can be scheduled on Saturdays at 10 AM, 2 or 2:30 PM and 7:30 PM, as well as during the week. By 4:15 PM on Saturdays the Church and parking lot must be vacated in order that we may set up and prepare for our 5 PM Mass.

4. All wedding music is to be planned in consultation with our Director of Liturgy and Music.

5. Contact our music director *6 weeks before* your wedding for a meeting to plan music. It is best if you have met with the priest to complete your liturgy planning – readings, vows and ritual options – prior to meeting with the music director, since music accompanies the ritual. (See #4 above and the section on ***Music for Your Wedding.***)

6. Arrangements for flowers are to be made by the bride and groom with the florist of your choice. We urge couples to be sparing in the use of flowers. The church building itself is beautiful. Your guests are here to see you, the bridal party more than fancy floral arrangements. Please refer to the ***Guidelines for the Florist.***

7. Arrangements for photographs are to be made by the bride and groom with the studio of your choice. Photographers/videographers should be instructed not to interfere with the wedding service itself. They should stand at the back and to the side, out of the sightlines of the congregation. No stationary lights are permitted. Photographers should use the available light of the church as much as possible. Videographers are welcome, but may not 'roam' during the service.

8. Unfortunately, the church is not equipped with a bridal room, so it is best that the bride, groom and wedding party arrive prepared. There are restrooms in the foyer.

9. Old St. Mary's Church has a seating capacity for 700. The Daily Mass Chapel, which has a seating capacity of 45, is also available for weddings.

10. Out of respect for the church itself, which is sacred space, and out of respect for the safety of others, **we ask that no rice, birdseed, confetti or balloons be used inside or outside the church.** Before and during the service, the wedding party and your guests are expected to behave appropriately, refraining from bringing food or alcohol onto Church property. Please be considerate and clean up before departing (e.g. flower boxes and water bottles in the church, lobby, choir area, rest rooms, etc.) Thanks for respecting the space with your attention to this detail.

11. If a private wedding consultant is employed, please communicate this information to your consultant. He or she will not be conducting the actual rehearsal for the wedding. It is good to keep in mind that the priest (or visiting minister) will be conducting the rehearsal and officiating at the ceremony – all with the advice and input of the bride and groom. Again, we urge couples to keep plans for the wedding as simple as possible, so that the spiritual and grace-filled impact of the Sacrament can be experienced by all.