

# Wedding Regulations

## Our Lady of the Holy Cross Parish

### Basic Information

- At least one member of the marrying couple must be Catholic.
- Permission is needed from one or both of the pastors of the wedding couple.
- A wedding must be in the planning for at least 6 months.
- The wedding couple makes arrangements for a priest.
- The fee for the use of our church is **\$600**. This includes the use of our beautiful, 100 year old historic church and the bridal room, security, a unity candle set, the sacristan and air conditioning/heat. Also included are two parish volunteers at the rehearsal and two parish volunteers plus the sacristan at the wedding. The sacristan is also available by phone and in person during the planning stages for advice.
- A couple may set a wedding date by phone and it will be held for **one month**. At the end of that month, 1/3 of the fee (**\$200**) and a **signed contract** must be received to hold the date. At the end of that month, if the fee and contract have not been received the date will no longer be held. The next 1/3 of the whole amount is due one month before the wedding and the last 1/3 is due no later than the rehearsal. If there is a need for a cancellation, only the first third of the fee is not returnable.
- A signed contract must be received by the parish one month after the engaged couple receives the form.
- The couple and their officiating priest are responsible for completion of all pre-nuptial forms, the marriage license and all other necessary paperwork.
- There is an “arrangements” form for the sacristan. That form is due at the parish office no later than one month before the wedding. All other paperwork must be on file no later than the wedding rehearsal. This includes baptismal certificates and pre-nuptial investigation forms.
- The bride will be given a copy of the regulations, a contract and a permission form for pastor(s), and the wedding arrangements form for the sacristan. This form includes a space for listing music selections.

- To make the above more clear, please refer to the following timeline based on 6 months:
  1. Five months from wedding, 1/3 of \$600 is payable.
  2. Five months from wedding, the signed contract must be in the parish office.
  3. One full month from wedding, second payment of 1/3 of \$600 is due.
  4. One full month from wedding, completed form for the sacristan is due.
  5. No later than the day of the wedding rehearsal, the last 1/3 payment is due and all additional paperwork.

### Seating

- 350

### Aisle Length:

- 87-½ feet

### Number of Pews

- 18 on each side of a center aisle.

### Number in the Sanctuary

- Four people including the bride and groom can be in the sanctuary. Other members of the wedding party can be seated in the front pews or on chairs in front of the first pew.

### Possible Wedding Times

- Friday at 6:30, 7:00 or 7:30 PM.
- Saturday all day except during CST there must be a break from 3-5:30 PM for the parish Mass. During CDT the break is from 4 to 6:30 PM.
- The wedding rehearsal can be held one or two days before, based on the time schedules of those involved.

### Music

- Music must be correct for a religious ceremony and the list be submitted as stated above, as part of the arrangements form.
- The fees for music are paid separately either to the parish music director or to others.

## Flowers and Decorations

- Only fresh flowers and plants may be used with no wire, tape or tacks.
- There cannot be any throwing of rice, petals, etc.
- No lit candles can be used down the aisles.
- Consult the florist if you wish to use a runner.
- Consider a commitment (visit) to either the Blessed Mother altar or the St. Joseph altar near the end of your service.

## Pictures

- There cannot be any pictures in the sanctuary. This means that pictures can be taken from the floor level only. The sanctuary begins with the steps. The photographer is expected to be discrete, to move around as little as possible, and to use only the side aisles except for when the wedding party is processing.
- A video camera must remain stationary with no movement of personnel.
- One posed picture of the bridal couple may be taken after Mass inside the church. Pictures can be taken in front of the church doors or on the grounds. The sacristan will give you further information about this.

## Other

- No food or drink inside the church and no alcohol anywhere on church premises.
- Modesty is required at both the rehearsal and the ceremony, showing an awareness of the religious nature of the sacramental contract. If in doubt, use a “cover up” during Mass.
- The church is open an hour before the start of the wedding ceremony.
- Inside the church, quiet and respect is expected.
- No use of phones and other hand mechanisms and no texting inside the church.