

Checklist for Marriage Preparation

The following items must be completed prior to your wedding:

- ☐ Current copy of *Baptism Certificate* for bride (dated within the past 6 months.)
- ☐ Current copy of *Baptism Certificate* for groom (dated within the past 6 months.)
- ☐ Complete *Marriage Profile*.
- ☐ Review of *Marriage Profile* results.
- ☐ Complete *Marriage Preparation Program*.
- ☐ Two *B Forms* for bride. (Preferably completed by parents.)
- ☐ Two *B Forms* for groom. (Preferably completed by parents.)
- ☐ Complete the *Mass/Ceremony Preparation Form*. This gives you the opportunity to select the readings and additional options for your wedding.
- ☐ *Marriage License* (There is usually a reduction in the cost of the license if you present a Certificate of Completion from a Marriage Preparation Program.)
- ☐ All fees paid in full. (\$550.00)
- ☐ One month prior to the wedding, call the parish office at 868-5276, to reach the *Director of Music* to arrange the music.
- ☐ One month prior to the wedding, call the parish office at 868-5276 to reach the *Head Sacristan* to arrange the rehearsal.

Please keep in mind that your scheduled wedding date is contingent upon completion of all required preparation steps and documents.

IMPORTANT REGULATIONS

For reasons of liability, the following practices are prohibited at all weddings celebrated at St. Michael the Archangel Catholic Church:

1. The throwing of rice, birdseed, flower petals, confetti, or any other material both inside or outside of the church building.
2. The use of candles or candelabra other than those provided by the church.
3. The use of thumbtacks to attach decorations to the pews. The Sacristan must be consulted before anything is affixed to the pews or any part of the church.
4. No balloons may be used inside or outside the church. It is a breach of Florida law to release gas filled balloons.

Both parties are advised that they assume full responsibility for their actions, and their guests' actions, regarding observance of these regulations.

The Sacrament of Matrimony



St. Michael the Archangel Catholic Church

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727-868-5276 Phone ♦ 727-862-9187 Fax

www.saintmichaelchurch.org

General Information

Both parties must be free to marry in the eyes of the Church and the State of Florida. The couple must be prepared to demonstrate their freedom with the necessary documentation.

The marriage license must be presented to the Sacristan at the start of the rehearsal. In the State of Florida, it is forbidden for anyone to celebrate a marriage without a marriage license.

If you have a *Wedding Planner*, one week prior to the wedding, he or she must call the parish office at 868-5276 to speak with the *Head Sacristan*. This ensures that he or she understands the proper etiquette for a Catholic wedding and the guidelines of our parish.

At least six months notice must be given before the Sacrament can be scheduled.

The Sacrament of Matrimony is not celebrated on Sunday. The latest time for a Saturday wedding is 2:00^{PM}.

Required Paperwork

1. A *Baptism Certificate* for the bride, and the groom issued within the last six months.
2. For a widowed person, a *Death Certificate* of the former spouse must be presented.
3. For people with former marriages, an *Annulment Certificate* must be presented.
4. For a divorced person, with no Annulment, a full Annulment procedure must be initiated. In this case, a wedding date may not be set until the Annulment has been granted.
5. The *A Form* must be completed by the bride and the groom.
6. Two *B Forms (Affidavit of Freedom to Marry)* must be completed for each the bride and the groom.
7. The couple must attend one of the prescribed *Marriage Preparation Programs* and present a *Certificate of Completion*.

8. The *Mass/Ceremony Preparation Form* must be completed and submitted to the parish office at least three weeks prior to the wedding. (The form is on the Sacrament of Matrimony tab on the parish website at www.saintmichaelchurch.org.)
9. The *Marriage Profile* must be completed.
10. A valid *Marriage License* must be obtained by the couple and presented to the Sacristan before the Rehearsal.

Stipend Fees

Celebrant: Priest	\$150.00
Organist:	\$250.00
Church.....	\$150.00
TOTAL	\$550.00

All fees must be paid prior to the start of the Rehearsal.

Music: Only the Organist of St. Michael the Archangel Catholic Church may be used for weddings. The requirement of the Organist's attendance at rehearsals and working with soloists may increase his fee. All music played at the during the Sacrament of Matrimony, must meet the standards for weddings as outlined by the Catholic Church and needs the approval of the Organist.

Floral Arrangements and Photography: The relevant fees for these will be handled by the bride and groom. The Church does reserve the right to instruct florists and/or photographers as to the professional etiquette to be observed while working in our church.

Pre-Cana Conference (Marriage Preparation Program): The fee for this depends upon which course the bride and groom attend and is set by the Diocese of St. Petersburg.

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