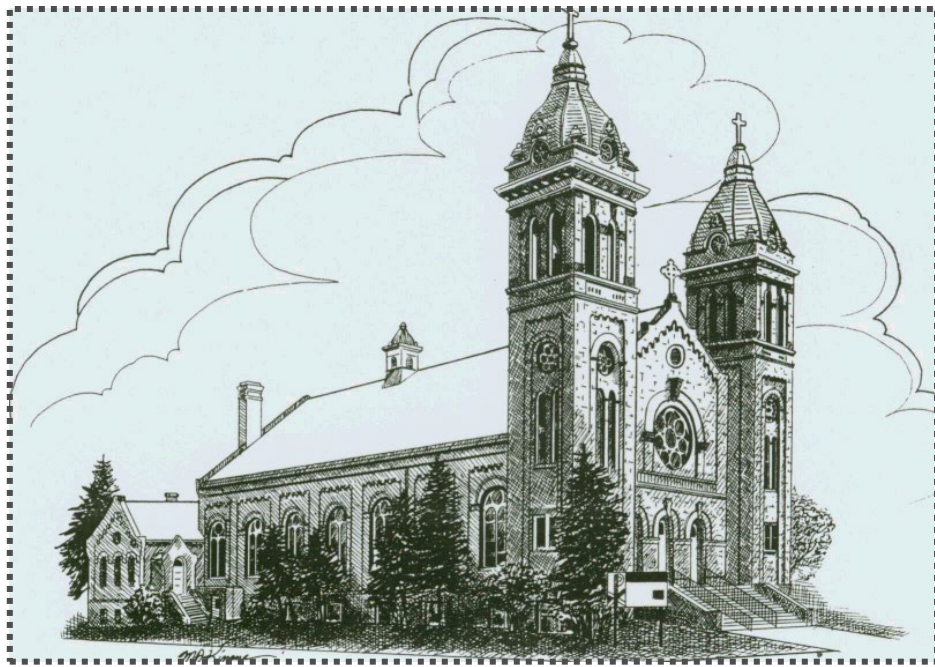


ST. MICHAEL'S CHURCH



MARRIAGE GUIDELINES

TIMES FOR WEDDINGS

The usual times for Wedding Liturgies are:

Friday from 2:00 PM to 7:00 PM
Saturday from 10:00 AM to 2:30 PM

The wedding date, rehearsal date and time must be scheduled with a priest.

CONTACT INFORMATION

Priests

Fr. Raymond Courtright 701.772.2624 x 110
Fr. Seth Skjervheim 701.772.2624 x 112

If the priest is not in, please leave a message and he will return your call.

Liturgy & Music Coordinator

Rose Kraemer 701.772.2624 x 130
E-mail – liturgystmichaels@gmail.com
*Must meet no later than 2 months prior to wedding date.

Altar Society President – Contact if you would like to have your wedding reception in the Church Basement
Janet Burns 701.741.1991

Fargo Diocese

<https://www.fargodiocese.org/marriageandfamilylife>

Visit the Fargo Diocese's website for more information about NFP classes, Pre-Marriage Weekend Seminars, FOCCUS survey, and other Marriage Preparation information and resources.

FINANCIAL ARRANGEMENTS

Facility Fee

Parishioners	\$150
Non-Parishioners	\$350

“Parishioners” are those who have been registered in our parish for one year or more prior to the time they contact the priest to schedule the wedding.

This non-refundable fee reserves your date and time at St. Michael's.

FOCCUS Survey - \$20 one-time fee

FOCCUS is an acronym meaning “Facilitating Open Couple Communication Understanding and Study.” It is an internationally used inventory for marriage preparation.

Musicians

Accompanist & Cantor (Song Leader)
\$150 for each

paid directly to Accompanist and Cantor prior to the wedding date.

Priest Stipend

\$150-\$200
given directly to Priest prior to the wedding date.

Couple's Checklist for Marriage Preparation

The following are the Diocese of Fargo requirements that must be met by the couple prior to the wedding. This checklist will help ensure that all areas of preparation are completed prior to the wedding date. The order as listed should be viewed as a guide rather than a rule.

1. ___ **Meet with priest to reserve wedding date by paying St. Michael's Church facility fee (must be at least 6 months prior to the desired wedding date), and set rehearsal time.**

2. ___ **Complete Pre-Marriage FOCCUS Inventory and Feedback Sessions with priest** (*\$20 One-Time Fee for Survey*)

3. ___ **Complete feedback sessions with sponsoring couple (if applicable)**

4. ___ **Secure a copy of the following documents to give to priest:**
 ___ **Recently issued Baptismal certificates for both bride and groom, issued within 6 months of Marriage Prep with sacramental information**
 Note: These can be obtained by contacting the church in which you were baptized and ask for baptismal certificate with sacramental record. Please have them sent directly to St. Michael's Church.

5. ___ **Register for Natural Family Planning (NFP) classes**
 ___ **Turn in certificate of attendance to priest**

6. ___ **Register for a Pre-Marriage Weekend Seminar—must be completed 2-3 months prior to the wedding**
 ___ **Turn in certificate of attendance to priest**

7. ___ **Set up an appointment with the Liturgy & Music Coordinator to select and approve music for ceremony and review guidelines for use of parish facilities. Must take place at least 2 months prior to wedding date.**

8. ___ **Purchase Civil Wedding License** obtained from a county courthouse in North Dakota.
 ___ **Turn in to the parish office 3 days prior with court return envelope**

9. ___ **Bring a copy of the completed wedding program to the Rehearsal**

GUIDELINES FOR WEDDINGS HELD AT ST. MICHAEL'S CHURCH

- œ You are responsible for making sure the church is left just as clean as it was before you used it. We ask that you assign someone to tidy and clean up the spaces you use immediately after the wedding is over (ie. The pews, church entrance, basement and all rooms that were used.) Ushers, Personal Attendant, or the host couple could fill this role. Please have at least one person in mind for your meeting with the Liturgy and Music Coordinator, as they will take down a name and number to be contacted should something be left behind.
- œ Throughout the time of pictures, during and after the wedding, **no food or beverages** may be brought into the church, and no alcohol is allowed on property. Please be respectful of the sacredness of this space.
- œ Arrangements for holding a **wedding reception** at St. Michael's must be made with the Altar Society President.
- œ *You are permitted **no more than five attendants** each: specifically, this means the best man, the maid/matron of honor, four groomsmen and four bridesmaids. Attendants need not be Catholic.*
- œ St. Michael's has rooms in the church basement in which the wedding party may dress.
- œ Photography and videotaping must be done with discretion. The technicians must stay out of the sanctuary during the ceremony.
- œ Keep in mind that the Church is a sacred place, and that Marriage is a sacrament. Let the attire that you and your wedding party wear reflect this. Try to avoid any low-cut, revealing, or too-tight clothing.
- œ Music and Musicians must be approved by Liturgy and Music Coordinator. At least one St. Michael's musician should be used.

The following are **NOT allowed** at St. Michael's Church:

- **NO Glitter or any glitter decorated items/clothing**
- NO Unity Candles or Sand Vases
- NO Aisle runners
- NO Candelabras
- NO Rice or birdseed
- NO adding or removing elements to the church without permission from Liturgy and Music Coordinator
- NO real rose petals (artificial petals are allowed as long as they are cleaned up)
- NO Wire, tape, or candles attached to pews (Rubber bands or ribbon may be used for pew bows, etc.)