



Your wedding day is a joyous occasion for you, your families and friends. Your marriage reminds Christians that God is love. For in the marriage covenant we are invited to see Christ's relationship with the Church. We are here to help you prepare for and celebrate your wedding in a spirit of joy, prayerfulness, and love as Christ was present at the marriage feast in Cana of Galilee.

***Msgr. Bob Jaeger, V.G.
Pastor***

3/28/2009

St. Paul Parish Wedding Guidelines

9 El Pomar Road
Colorado Springs, CO 80906
(719) 471-9700
www.stpaulcos.org

These wedding guidelines are an important tool for you to use as you plan your wedding. We want your wedding at Saint Paul Parish to be a special one filled with the grace of God as you begin your new life together.

You will spend many hours choosing a photographer, caterer, flowers, dresses, tuxedos, rings and a honeymoon location. We invite you to spend quality time in the preparation process for your marriage that is the starting point for your new life together.

These guidelines are rooted in the experience of many weddings at St. Paul Parish over the years. They are detailed and to the point. They serve to eliminate any confusion and stress as you begin to plan for your wedding. We are here to help you understand them and to follow them. Please do not hesitate to ask questions.

Requirements

- *Contact St. Paul Parish 719-471-9700 at least 1 year in advance of your desired date. Do not make any firm commitments to reception facilities, etc. before your first interview with the priest or deacon who will assist you as you prepare for your wedding.*
- *Normally the engaged couple is Catholic. Often however a catholic party to the Marriage seeks to marry either another baptized Christian or an unbaptized person. These situations require special permissions or dispensations that will be explained to you in your first interview.*
- *One of the following needs to apply:*
 1. *The bride or the groom is a member of St. Paul Parish or is the son or daughter of members of the parish.*
 2. *If you have recently moved into our parish boundaries, a note from your previous parish confirming your membership will be required.*
 3. *The bride or groom received other Sacraments at St. Paul Parish and now wish to celebrate the Sacrament of Marriage here.*

- 4. Note: If number 3 above applies, you will need a note from your current pastor giving you permission to marry here at St. Paul Parish.*
- 5. If you or your intended spouse have been married before, you will need to discuss this in the first interview mentioned above. If the Church has annulled the previous marriage, you will need to provide the rescript attesting to that fact to the priest or deacon who is overseeing your preparation.*
- 6. You must complete the marriage preparation process required by the Diocese of Colorado Springs if you are resident here or the preparation process required by the (arch) diocese in which you now reside. The preparation process required here in our diocese will be explained to you in your first interview.*
- 7. If you are catholic, you must get a current copy of your baptismal certificate from the parish of your baptism dated 6 months before your wedding day.*
- 8. All the necessary documents must be in our hands at least one month before your marriage date.*

The Marriage Ceremony

The Marriage ceremony will take place within Mass if both parties are catholic or in the Marriage Ceremony outside of Mass if one of the parties is either a baptized non-catholic or unbaptized. You will have the opportunity to discuss the ceremony with the priest or deacon who will preside at your marriage.

The following are general guidelines for your marriage:

- **Marriages normally take place on Saturday. We schedule marriages on Saturday either in the morning or the afternoon. If you choose the afternoon, your marriage must begin no later than 2:30 p.m. in order to accommodate our confession and Mass schedule. You may schedule your marriage on another day in consultation with the priest or deacon who is working with you. We will not schedule a marriage on Sunday.**
- **If a priest or deacon from another place will preside at your wedding, he will need delegation from our Pastor, Msgr. Bob Jaeger, V.G. We will contact him with the necessary form for that purpose. Please indicate that this is your desire at your first interview.**

- You will meet with the Parish Director of Music who will help you make appropriate musical selections for your wedding.
- If you plan to have children serve as flower girls or ring bearers, they should be able to walk down the aisle unaided.
- If you are Catholic, you are urged to go to confession prior to your marriage. If you need help with this the priest or deacon working with you will make the necessary arrangements
- The Church or Chapel will be available to you 2 hours before the wedding. If your marriage is in the afternoon on Saturday, you must be finished with pictures by 4:00 p.m.

The Rehearsal

- The wedding rehearsal is usually scheduled the day before the wedding.
- One of our wedding coordinators will conduct the rehearsal.
- The time allotted for the rehearsal is one hour. You are responsible for making sure that the members of the wedding party are present on time.
- You must bring the marriage license to the rehearsal and give it to the wedding coordinator. The wedding cannot proceed without the civil license obtained from one of the counties in Colorado no sooner than 30 days before the marriage. Both the bride and the groom must be present to apply for it.

Decorations

- Flowers, garlands, or other decorations are not permitted on the altar.
- Floral arrangements can be placed in front of the altar or on the sanctuary floor out of the way of the movement necessary for your wedding. Flowers used at the wedding in our sanctuary remain there, as a gift to the parish after your ceremony is complete.
- Free- standing candelabras are permitted. The candles must be drip less and if next to the pews have glass chimneys.
- If you choose to have a unity candle, you must provide it. We will provide the tapers to light it.
- We will provide a table for your guest book.
- You may decorate the Church or Chapel the evening before your wedding, if there is no other event scheduled there that evening.
- We do not permit the throwing of rice, confetti, or flowers.

- You are responsible for removing all decorations immediately after your wedding

Photography and Videography

- Most professional photographers and videographers know how to comport themselves during the marriage ceremony. It is important to remind them that they cannot come into the sanctuary or disrupt the ceremony in any way.
- The use of flash bulbs has become almost unnecessary with the development of modern photographic equipment. However if your photographer wishes to use them, he or she must avoid using them in a way that would interfere with the participants' ability to see.

Fees

Couples often misunderstand the fees associated with a wedding ceremony. The Church cannot charge for the Marriage itself. However there is a laudable custom of making an offering to express one's gratitude for the assistance provided and to cover the Church's expenses associated with your marriage.

St. Paul is a stewardship parish and we belong to a stewardship diocese. This implies that you should consider setting aside 10% of the cost of your wedding as an offering to the Church.

Fees must be paid at least one month before your wedding date. One check may be written for all fees except those mentioned below. We do not accept credit or debit cards. Stipends for the musicians or the priest or deacon who will preside at your marriage must be handled separately.

- Gift to the Church 10% of the wedding cost

If you choose not to tithe, the following schedule applies:

Members	\$450.00	Church	\$600.00	Chapel
Non-Members	\$1000.00	Church	\$1200.00	Chapel
Non-Catholics	\$1500.00 (Chapel only)			

- **Gift to the priest or deacon: Whatever your charity and means permit (a rule of thumb-\$150.00)**
- **Other Fees:**
 1. Musicians **\$100.00 -150.00 each**
 2. Extra time (opening church early, etc.) **\$50.00/hour**

The Julie Penrose Hall

Often couples choose to make use of our Parish Hall for their receptions. You may contact our parish receptionist, Jolene Sisneros (719-471-9700) for further information about the options that are available for the use of our hall. We have a list of approved caterers, florists, etc, from which you may choose. You may look on our website www.stpaulcos.org and click on the link Parish Hall to see photographs of events that have been held there.

Consent Form

This form must be signed and returned to our wedding coordinator or the parish office 5 months prior to your wedding date.

We have read the Wedding Guidelines of St. Paul Parish and agree to abide by them

Groom

Date

Bride

Date