



A Guide
to
Marriage
at
Holy Cross
Church

HOLY CROSS CATHOLIC CHURCH

Dear Friends,

Congratulations! We welcome your inquiry about marrying in Holy Cross Church. It is a privilege to assist you as you prepare to celebrate the Sacrament of Matrimony in our Church.

The Catholic Church esteems marriage as very sacred - one of the seven sacraments of the real presence of Christ among us. Sacred Scripture compares marriage to the covenant relationship of God with us. Saint Paul says the union of husband and wife is a sign of the union of Christ and the Church.

In witnessing your marriage, our Church community wants to uphold and support you faithfully for the rest of your lives as you grow together in God who is Love. We undertake this ministry with you now as you begin preparing for the Sacrament of Marriage. In this document, we want to outline the procedure we need to follow. I look forward to serving you as we share our faith together.

Sincerely in Christ,

Father Jerome D. Stluka
Pastor

INTRODUCTION

We at Holy Cross want your wedding to be a beautiful, memorable and faith-filled occasion. These guidelines are designed to assist you in preparing your wedding liturgy in our parish. Please read these carefully. If you have any questions, please do not hesitate to call.

WHO MAY BE MARRIED AT HOLY CROSS?

1. Any unmarried adult who is registered and active in the parish.
2. A Catholic adult from another parish who has the permission of his or her parish pastor to marry here.

SETTING THE DATE AND TIME

Normally the wedding will be celebrated on a Saturday after 2:00 p.m. The rehearsal is the night before the wedding and is to be scheduled between 5:00 p.m. and 7:00 p.m., (and before 6:00 p.m. on First Friday).

Appointment with the Pastor

The couple should make an appointment with the pastor at least 6 months prior to the anticipated wedding date. Due to the number of weddings in our parish, it is advisable to contact the pastor as soon as possible in order to ensure the desired date and time of your wedding. If either party has been married previously, an annulment is required. This process may take a year to complete. No date may be scheduled until the annulment is obtained.

A date may be placed on the parish calendar after an interview with the pastor and payment of deposit by non-parishioners.

PREREQUISITES

1. *Baptism*

A certified copy of your baptismal certificate issued within the last 6 months. The procurement of the certificate by the non-Catholic party is encouraged but not necessary.

2. *Confirmation*

If you have not yet been confirmed please arrange to receive this sacrament as soon as possible.

3. *Pre-Cana or Engaged Encounter Weekends*

Pre-Cana or Engaged Encounter weekends are available through the Family Life Office of the Diocese. Information will be provided in your initial interview with the pastor.

4. *Mixed Marriage Permission*

If this will be a marriage between a Catholic and a non-Catholic please let us know at the time of the initial meeting with the pastor. He must complete a dispensation form for the wedding to take place.

5. *Delegation*

If the Catholic party is registered in another parish, he or she will have to contact the pastor at his or her current parish and request written permission from him to be sent to Holy Cross.

6. *Marriage License*

The civil license for the marriage is to be presented to the officiating clergy at the time of the rehearsal.

Application for License must be made under oath by BOTH parties to -

Probate Court of the county in which either resides:

Franklin County Court of Common Pleas, Marriage Licensing Dept.

373 S. High St., Columbus, OH 43062, 23rd Floor

Hours: 8:00 a.m.- 4:30 p.m., Monday through Friday

Telephone: (614) 462-3898

PLANNING THE LITURGY

A Church wedding is not only a personal event but also a Sacrament of the Church. As such the religious nature of the ceremony must be carefully preserved.

Your wedding is a part of the faith life of our parish. You, as ministers of the Sacrament, have chosen to express freely your love and commitment to each other. The Rite of Marriage, highlighted by the exchange of vows and the blessing and exchange of rings, best conveys the Church's desire to witness your vows, to strengthen your fidelity to them, and to support you prayerfully in your life together. As with all liturgical celebrations, the full and active participation of those present is desirable. Ordinarily, the Rite of Marriage takes place in one of two contexts: within Mass for two Catholics or outside Mass if either the bride or groom is not Catholic.

Readings

The Rite of Marriage includes selected scriptural readings and prayers from which you may choose those that are most expressive of your understanding of marriage. You will find these selections in a special booklet that you will receive at Pre-Cana or from the pastor.

Music for the Liturgy

Only liturgically appropriate music may be used at weddings. All music, sacred or of a classical nature, is planned with our parish organist who will ordinarily play at the wedding.

Popular and secular music, such as Broadway, film music, and top 40 songs are not appropriate liturgical music for use in the Church.

Please contact our parish organist as soon as possible to arrange the music for your wedding.

PEOPLE INVOLVED IN THE LITURGY

Parish Presiders and Visiting Clergy

Normally the pastor presides at parish weddings. Visiting clergy are welcome to participate. Please contact the Secretary of State for information pertaining to the civil license necessary for an out of state priest or deacon to witness your marriage.

Secretary of State - Elections Division
30 E. Broad St.
Columbus, OH 43266
1-877-767-6446, option 2 (as of 26 August 2002)

Parish Wedding Hostess

A source of help for the couple, she is familiar with the wedding procedure and responsible for seeing that the guidelines are carried out.

Choosing Other Ministers for the Celebration

Friends and relatives of the couple may participate in the liturgy in various ministries. You may wish to select Readers, Servers, Eucharistic Ministers, and Gift Bearers for the liturgy. These should be regularly serving in these ministries in their home parish. Decisions about ministers may be made when the liturgy is planned with the pastor.

You may wish to select children to take part in the ceremony. Children must be at least five years old. Very young children can be a distraction.

ELEMENTS INVOLVED IN THE LITURGY

Environment

Very few decorations are needed to enhance the beautiful liturgical space of Holy Cross Church. Normally, two flower arrangements, 18 to 24 inches high and wide, placed on the pedestals near the altar are sufficient. Seasonal decoration (e.g. Christmas, Easter) provide the environment for all Weddings during those seasons. No decorations are to be placed on the Altar itself.

For safety and aesthetic reasons, the use of candelabra, sparklers, lamps, floral petals, rice, bird seed, balloons, and floral displays with candles are prohibited.

Unity Candle

The unity candle is not a recognized part of the Catholic wedding liturgy and is more appropriately used at the reception.

Aisle Runner

Our aisle is carpeted. Any other runner is unnecessary and hazardous.

Receiving Line and Guest Book

Due to the time and space considerations, the receiving line and guest book are more appropriate at the reception only, not at the church. Please relay this information to your invited guests.

Photography

Photographers are welcome to take pictures before and during the ceremony. If you wish to have posed pictures taken after the ceremony, please complete them within a reasonable time. In order to avoid distractions, those taking pictures and/or video recordings are asked to check with the pastor or wedding hostess at least 30 minutes before the celebration to arrange for locations for pictures. Specific guidelines are listed on another page.

CHURCH ETIQUETTE

Sacred Space

Holy Cross Church is a holy, historic place of worship. The quiet, prayerful environment is to be respected and cherished.

Food/Beverages

No alcoholic beverages are permitted on the Church property before and after the wedding. We request that food and beverages not be brought to the Church grounds or into the Church.

Furniture in the Church

All furniture in the Church should be left in place.

Smoking

Smoking is not permitted anywhere in the Church.

Dress Code

Due to the sacred nature of the wedding liturgy and the church building, dress needs to be dignified and modest. Bridal gowns and attendants dresses should be appropriate for the sacred occasion. Gentlemen normally wear coats and ties.

Dressing at Holy Cross

When available, the Cum Christo Center (old school building) adjacent to the Church may be used. Contact the Cum Christo representative to make arrangements.

DONATIONS AND STIPENDS

For parishioners who have been registered and active at least one year prior to scheduling the wedding, a donation is at your generous discretion. We suggest that you consider tithing 10% of the total cost of your wedding.

For non parishioners a minimum \$1000 donation is requested to cover facility use, church donation and stipend for the organist, sacristan and priest. A \$200 non-refundable deposit is payable to reserve the date. The remainder is due 10 days prior to the wedding.

POLICY FOR PHOTOGRAPHERS & VIDEOGRAPHERS AT HOLY CROSS

We welcome photographers and videographers, both professional and amateur, for still pictures and videotapes. However, we ask that the following directives be observed. The Church itself is not a studio but a sacred place in which a community of believers celebrates common worship. The photographer and videographer should keep this in mind as they plan all their decisions before, during and after the celebration of Marriage.

1. **All photography must be finished within a reasonable time after the wedding.**
2. Wedding photographs may precede the marriage ceremony.
3. Photographers and videographers may not enter the sanctuary. They may photograph from the side or rear of the Church.
4. Formal portraits with studio equipment such as screens, props, etc., are not to be done in the Church but at home, the studio or the reception hall.
5. No Church furnishings are to be moved for pictures.
6. Flash photography may be taken during the processional and recessional only and not during the ceremony itself. Center aisle photographs are taken from the middle of the church near the Baptismal Font.
7. The photographer is not allowed to stop or slow the progress of the liturgy.
8. Photographers should be prepared to begin taking the formal pictures immediately after the wedding party leaves in the recessional.

Please print your name indicating your agreement with the above:

Photographer _____ **Date** _____

Company Name & Phone _____

Videographer _____ **Date** _____

Company Name & Phone _____

Name of Engaged Couple _____

POLICIES FOR FLORISTS

Holy Cross does not provide janitorial services. It is therefore the responsibility of the florist or of the wedding party to remove all flowers, bows, and potted plants within 30 minutes after the wedding. Ordinarily the altar flowers remain for the upcoming parish Masses.

1. Florists are not to move the altar furnishings or existing sanctuary arrangements to accommodate floral arrangements or ever to place anything on the altar of sacrifice.
2. Two (2) floral arrangements, no higher or wider than 24" are placed on the church's stands to the right and left sides of the altar. Pew bows (but no candles) may be placed on some pews without adhesives or wires that would scratch or harm the surface.
3. No additional candelabra from the florist are permitted.
4. No floral arches are permitted.
5. Decorations may begin after 1:00 p.m.
6. Holy Cross is not responsible for items left in the Church.

Florist _____ Date _____

Company Name & Phone Number
