



296 Flower City Park, Rochester, NY 14615

WEDDING GUIDELINES (*Effective 4/1/2016*)

Introduction

The celebration of a wedding is a sacred, joyful time for the bride and groom, for their families and friends, and for our Cathedral Community. This celebration of love, of new beginnings, and of promise and hope for the future, makes this a grace-filled time in the lives of all those involved in the celebration. The Catholic Church celebrates the sacramental union of its members in the context of prayerful liturgy. This important sacrament draws us more deeply into the mystery of God's love for us.

In this spirit, the Cathedral Community provides these guidelines for celebrating weddings in our community. It is important to note that celebrating a wedding does not mean that you have rented a church for personal use; rather the Cathedral Community is sharing its worship space with you for your special day. For this reason we expect that you will respectfully comply with these guidelines. These guidelines are intended to insure a reverent and joyful marriage celebration within the context of the Church's prayer.

It is our sincere desire to assist you in planning a meaningful and memorable celebration of your marriage. May God bless you as you begin your preparations and may your happiness together know no limits.

Who may marry at Sacred Heart Cathedral?

Members of the Cathedral Community and Roman Catholic non-parishioners are welcome to celebrate their weddings at Sacred Heart Cathedral. Roman Catholics from outside the Cathedral parish must have written permission from their pastor and from the pastor of the Cathedral Community.

Normally, Roman Catholics from the Diocese of Rochester who are not members of the Cathedral Community must secure their own priest or deacon (usually from their home parish) and obtain a written commitment from him stating that he will do the necessary marriage preparation, paperwork and preside at the ceremony.

Roman Catholics marrying people from other faith traditions are welcome to celebrate their wedding in our Cathedral Community.

Setting the date of the wedding

Please call the Cathedral Community office (585-254-3221) to set up a meeting with one of the priests or a deacon from the Community to discuss a wedding date. Only then can the wedding date be set.

What is the fee for a wedding?

The Church does not charge for the administration of the sacraments. However, it is proper that a fee be charged to cover the costs of the organist, a cantor or leader of congregational singing, use of the church, planning meetings, planning materials and the presence of a wedding coordinator at the rehearsal and the wedding, and any janitorial services. The breakdown is as follows:

Church.....	\$150
Wedding Coordinator.....	\$195
Organist.....	\$180
Cantor.....	\$135
Total	\$660*

All fees are subject to change.

*if janitorial service is required, it is an additional \$50;
if additional musicians are required or desired, or if the selected music and musicians require additional rehearsal time, it will result in additional fees.

A deposit of \$330 (half of the total fee) is required to schedule a wedding at the Cathedral.

Arriving on time and leaving in a timely fashion so as to respect the ministers, musicians, and guests involved in your wedding, as well as the next group scheduled to use the space, has prompted us to require a deposit of \$100. It is forfeited if the wedding starts more than fifteen minutes late. The Late Fee Deposit will be returned to you the first business day following the wedding less any janitorial fees. **We allot two hours of time per wedding** – roughly 30 minutes for set-up and arrival of guests; 60 minutes for the ceremony including the entrance processional and recessional; and 30 minutes for pictures and clean-up. A ceremony that starts 20 to 30 minutes late will cut into the time that your wedding party will be able to use the church following the ceremony.

The balance (including the \$100 late fee deposit) must be paid two weeks prior to the wedding.

All checks should be made payable to “**The Cathedral Community.**”

*Please note – If your financial means are limited, please speak with the priest or deacon from the Cathedral Community who is handling your paperwork.

What times are available for weddings and rehearsals?

Weddings are normally scheduled as follows:

Friday
3:00 PM

Saturday
11:00 AM
1:30 PM

Rehearsals are scheduled with the priest or deacon from the Cathedral Community who is handling your paperwork usually between 5:00 and 8:00 PM on the Thursday or Friday prior to the wedding. Please allow one hour for a rehearsal. Musicians generally are not present at this rehearsal.

The Environment

Respect for the prayerful nature of this celebration guides the way in which flowers, pictures and music are involved. In celebrating the Sacrament of Marriage the Church looks to Sunday celebration of the Eucharist as its model. Nothing that distracts from the atmosphere of worship and prayer should be included. The primary focus in the celebration of marriage is always the couple's deepening love and commitment to Christ.

Furniture and furnishings

As a general rule, none of the furniture or furnishings in the church can be moved or removed. All aisles and exits must remain clear to allow safe entrance and egress to and from the church.

Flowers

Floral arrangements have long been a significant part of the decor of the Church's worship environment. Flowers should be used as they would be on Sunday. Flowers and other decorations must not inhibit the movements required of the presider, the wedding couple, the attendants or guests, nor block sightlines especially around the altar and ambo (pulpit).

The Cathedral Community does not allow the excessive use of flowers in the sanctuary or aisles of the Church. The attractive decorative qualities of our church reduce the need for additional floral decorations. Simple and elegant arrangements, however, can enhance the worship environment of the church. Artificial flowers are generally not permitted. In the cathedral church, flower arrangements may be placed at the base of the altar candles or in front of the columns next to the bishop's cathedra and the presiders' chairs.

Please note - if a couple chooses to have a wedding during Lent, they must realize that floral decorations will be prohibited as they are not in keeping with the penitential character of the season.

Weddings are celebrated in the context of ongoing parish life. Therefore the normal environmental decorations of the parish cannot be removed to accommodate wedding color schemes, etc. Wedding couples should be especially mindful of this when selecting a wedding date that falls within certain liturgical seasons (e.g. Advent, Christmas, Easter etc).

Aisle runners are not used in the Cathedral Community. Rice, birdseed, confetti, flower petals, sparklers, or the like are not allowed on church property; they are a safety hazard to your guests and a liability to our church. It is your responsibility to inform those invited to your wedding of this limitation.

No tacks, nails, tape, or other means may be used to secure flowers, palms or other decorations to church walls, fixtures, chairs/pews or other furniture. Any decorations attached to the chairs/pews must be attached with string, pipe cleaners or rubber bands. These must not inhibit the movement of your wedding guests as they can be a hazard in an emergency. Single-candle torches at the end of the pews or rows of chairs can be used if they have hurricane-type covers and are attached to the pew or row of chairs. Only dripless candles are permitted.

Because of multiple weddings and other parish events and due to limitations in parish staffing, florists must remove all wedding apparatus (e.g. ribbons, boxes, etc.), inside and outside of the church within 30 minutes of the conclusion of the wedding. Couples are invited to leave floral arrangements in the church after the celebration. The florist is asked to place the altar flowers 30-60 minutes before the wedding. The Cathedral Community cannot be responsible for property left before or after a wedding celebration by florists, family members, etc.

Photographers & Videographers

The Cathedral Community requires responsible activity on the part of all photographers and videographers, both professional and amateur. The number of weddings and other activities on a given day will determine how soon the photographer and bridal party may arrive before the liturgy and how long they may remain afterward. Photo sessions must be completed and all people out of the church at least forty-five minutes prior to the scheduled starting time of the next wedding or event and no longer than forty-five minutes after the completion of the ceremony.

To insure that the sacred character of the sacramental celebration is not disrupted, the Cathedral Community discourages the use of flash photography during the ceremony. Photographers and Videographers are not permitted to roam the church during the ceremony nor are they to interrupt or delay the flow of processions. If there are questions about the use or placement of equipment, your photographer should consult the Wedding Coordinator.

During photographic sessions before or after the ceremony, no furniture of the church may be moved. Video lights are not permitted. Please discuss video plans with the Wedding Coordinator before signing a contract.

Refreshments

Under no circumstances are refreshments including water allowed in the church.

The Wedding Liturgy

Together with your presider, you will choose Scripture readings, prayers, blessings and the appropriate vow formula, and General Intercessions. In addition, the presider will help you plan the order of your procession and recession and the placement of the wedding party in the worship space.

Your presider will also assist you in determining whether your wedding should take place within the context of the Eucharist (Mass) or Liturgy of the Word. Some things to consider in determining which is more appropriate include: The prospective bride and grooms attitude toward the Eucharist? Is it part of your regular worship practice? Will everyone who attends be able to participate fully and actively in the celebration? With these considerations in mind, the Church encourages that the wedding between a baptized Catholic and baptized non-Catholic take place within the context of the Liturgy of the Word. In regards to a wedding between a baptized Catholic and a non-baptized person, the Church requires that such a celebration take place within the context of the Liturgy of the Word.

It should be noted that normally, a wedding ceremony within the context of the Liturgy of the Word is celebrated by a deacon.

Wedding Coordinator

The Cathedral Community will assign a Wedding Coordinator who will conduct your rehearsal and assist in the celebration of your wedding. While a professional wedding consultant may prove helpful to you in arranging the details of your wedding day which are not directly related to the liturgical celebration, his/her responsibilities cease at the church's door and begin again at your reception.

Music

The overall atmosphere of a Catholic wedding witnesses the joy of the Christian community. Music for the Rite of Marriage celebrates God's love for God's people rather than focusing on the love of this particular couple for each other. Following the model of the Sunday Liturgy, the wedding liturgy calls for the full, active and conscious participation of the assembly through prayer, gesture and song. Selecting appropriate music requires careful planning. Music is needed in various categories: psalms, acclamations, service music, processions (entrance, gifts, communion, recession), and possible instrumental and vocal solos.

As you begin to make music selections, we encourage you to read the texts carefully. Do the words of the song speak of your love as a sign and reflection of God's love? Will they remind the congregation that you believe marriage involves the two of you and God?

Certain "traditional" organ selections (e.g. the "Wedding March" by Wagner, known as "Here Comes the Bride" and the "Wedding March" by Mendelssohn) have inappropriate secular roots and have taken on trite associations through the years through soap-opera weddings and in television commercials. We do not use these selections at the Cathedral.

The following distinction among three types of wedding music is helpful:

- Music composed as liturgical music and therefore appropriate for use at weddings. This music is in agreement with all the liturgical directives for Catholic weddings and fits, or is part of, the liturgical action taking place and thus enhances (without delaying) the liturgical action of that moment.
- Contemporary music which speaks directly of the religious/spiritual dimension of love. This music is generally acceptable for use within the wedding liturgy, provided the song is used at the appropriate time within the liturgy.
- Popular music which refers only to the physical/emotional dimensions of love is definitely not acceptable for use at the wedding liturgy or in the church. This type of music would be more suited for use at your wedding reception.

All of the music used for your wedding must make it clear that it is Christian love, a reflection of God's love for God's people, which is celebrated in the sacrament of matrimony.

Musicians

The Cathedral Music Director and a Cathedral cantor provide musical leadership for all weddings celebrated at our church. A cantor and accompanist are needed to lead the music required by the wedding liturgy (either Mass or Liturgy of the Word). If you wish to invite a friend or relative to sing or play a piece at your wedding, please discuss it with our Music Director. The Music Director can also assist you in finding additional instruments, such as oboe, cello, brass, etc.

The following music is sung at every wedding celebrated in the Cathedral Community and is led by a cantor: the responsorial psalm (sung after the first reading); and the Alleluia (sung after the second reading). If your wedding is celebrated within a Mass, the Eucharistic acclamations will also be led by the cantor (the Holy, Memorial Acclamation, and the Great Amen), as well the Communion song.

Although not required, the following music can be added:

- A gathering song (sung by the congregation during the entrance procession or immediately after the entrance procession);
- An acclamation after the exchange of vows and rings.
- Vocal solos

Please note: Only one selection is used for the opening wedding procession. Special music for the entrance of the bride is not permitted. This procession should include the priest/deacon who presides, other liturgical ministers, the groomsmen and groom, the

bridesmaids, bride and her escorts. All music must be "live" - previously recorded and digitally sequenced music may not be used.

The Music Director at the Cathedral Community will work with you on your musical selections and needs to approve final selections, both vocal and instrumental.

Please contact our Music Director, Ginny Miller, three (3) months before your wedding date to work with her on your musical selections and finalize the planning sheet. She can be reached at 755-6624 or miller@dor.org.

The Cathedral Community
Wedding Preparation Checklist

Paperwork

_____ Baptismal Certificate(s) – prospective Catholic bride and/or groom contacts the parish church at which she or he was baptized, and requests that they send a recent (issued within 6 months of wedding) copy of her or his baptismal certificate to:

The Cathedral Community
296 Flower City Park
Rochester, NY 14615
(585) 254-3221

_____ Wedding Information Form – usually done at initial meeting with priest or deacon.

_____ Pre-nuptial Investigation Form – formal questionnaire required by the Diocese of Rochester and filled out by the priest or deacon wherein the prospective bride and groom are interviewed separately.

_____ Marriage License – obtained from City or Town Clerk’s office. Note: Marriage Licenses are not valid until 24 hours after they are issued, but are valid for about two months. So, get the license a few weeks prior to the wedding and bring it to the rehearsal. Without the license in hand, a priest or deacon will not be able to officiate at your marriage. No license – no wedding.

_____ Other (priest or deacon will indicate if additional paperwork is required): _____

Marriage Preparation

_____ Pre-Cana – one day-long session on a Saturday or Sunday put on by the Diocese of Rochester and individual parishes where married couples assist engaged couples in preparing for marriage in any number of areas, including: Marriage as a Sacrament, Self-Awareness, Family, Communication, Decision-Making, and Sexuality. A schedule of sessions is provided in the Wedding Packet.

_____ Fully Engaged – Both engaged persons individually take an inventory responding to approximately 150 statements about marriage. Then after the inventory is processed, the couples spend several sessions with a member of the marriage preparation team reviewing the results. The parish will send you a letter with the schedule of dates to take the inventory. When the results are processed, a member of marriage preparation team will contact you to set up a time(s) to review the results.

Liturgy Preparation

_____ Together for Life – The engaged couple uses this booklet to help plan their ceremony by selecting the various readings, prayers and blessings. Six weeks prior to the wedding, the couple should make an appointment with the priest or deacon who will be conducting the ceremony to review the completed Wedding Liturgy Planning Form. The priest or deacon will then share the completed form with the music minister and wedding coordinator.

_____ Music – The engaged couple contacts Ginny Miller, 254-3221, ex. 124 or 755-6624, and arranges to meet with her about planning the music for the ceremony. Final selections of musician(s) and music should be completed no later than six weeks prior to the wedding before the form is reviewed with the priest or deacon who will be conducting the ceremony.