

The Sacrament of Marriage

GUIDELINES



Catholic Church of St. Ann

A Parish of the Roman Catholic Archdiocese of Atlanta
Missionaries of Our Lady of La Salette
4905 Roswell Road, NE
Marietta, GA 30062
770-552-6400 ext. 6010
weddings@st-ann.org
Reverend Raymond Cadran, M.S., Pastor

CONGRATULATIONS

Congratulations on your engagement and upcoming wedding at Catholic Church of St. Ann. As with all Sacraments of the Catholic Church, the Sacrament of Marriage requires spiritual preparation. Couples need to begin this process at least 6-9 months prior to their wedding. You should also be registered and practicing members of our parish for at least 6 months prior to the beginning of your preparation.

ARRANGING THE CEREMONY

THE CHURCH AND NOLAN HALL

Our church seats 900. Weddings are scheduled on Saturdays at 11:00 a.m., 2:00 p.m. and 7:30 p.m. Fridays are an option and other times may be scheduled by special arrangement. We ask that the church be vacated one and one-half hours from the time the ceremony begins. The wedding party, florists and photographers may arrive two hours prior to the ceremony for preparation and photographs (except for 7:30pm wedding). Rehearsals are usually held on Friday evenings beginning at 6:00 p.m. The bride and groom are responsible for the prompt arrival of their wedding party. Nolan Hall accommodates 200. It has a permanent dance floor and full professional kitchen. This can be rented for a rehearsal dinner or wedding reception. For questions regarding Nolan Hall please call Gail Jennings 770-552- 6400 Ext. 6025. To reserve Nolan Hall please call Teena Kay on Ext. 6010.

RESERVING THE DATE

Please contact Teena Kay at tkay@st-ann.org and she will be happy to check the availability of your desired wedding date and help you proceed forward with your plans.

OFFICIANT

After speaking with Teena Kay, it will be time to contact the priest or deacon you wish to officiate your wedding. Because weddings are scheduled in advance, at times it may be necessary to reassign your wedding to another priest or deacon. This is due to clergy moves, parish reassignments, retirements or other unforeseen circumstances. If you would like a priest or deacon from another parish to officiate, you must first contact him and ask that he in turn contact the Pastor of Catholic Church of St. Ann, Fr. Ray Cadran. He will then be asked to confirm in writing that:

- *He is willing to officiate
- *He is willing to complete the pre-marital paperwork
- *He is willing to abide by Catholic Church of St. Ann's policies and guidelines

The permission required by church law for him to officiate will be granted only after the completed paperwork has been received at our parish office. **This must be received at least one month in advance of your wedding date.**

MEMBER OF ANOTHER PARISH MARRIED AT THE CATHOLIC CHURCH OF ST. ANN

The Bride and Groom need to be prepared at their home parish by one of their priests or deacons. Your visiting priest or deacon will submit your date and time request, commit to preparing you for the Sacrament of Marriage and will request delegation to perform your marriage here. Those from outside of the State of Georgia may request an officiant from Catholic Church of St. Ann.

All initial paperwork must be received by Teena Kay in our parish office, along with the church fee to confirm your wedding date. **Completed paperwork must be received at least two months prior to your wedding date (please see page 7).**

CURRENT PARISHIONER BEING MARRIED ELSEWHERE

If you are being married at another parish, please contact Teena Kay at tkay@st-ann.org to begin the preparation process.

FREEDOM TO MARRY

Church law requires that both parties are free to marry, that is, neither party was married previously. If either of you were married before, and your former spouse is living, you will need to obtain a Declaration of Nullity of the marriage from The Metropolitan Tribunal of the Archdiocese. A priest or deacon can assist you in starting the process. Under no circumstances may a date for the ceremony be set until an annulment has been granted.

INTERFAITH MARRIAGE

In an interfaith marriage, the Catholic party promises to maintain his or her own faith and to do all in his or her power to ensure that any children of the union will be raised in the Catholic faith. The non-Catholic party makes no promises but is aware of the promise by the Catholic party. In an interfaith marriage, the minister of the non-Catholic party may be invited to participate in the ceremony. In these types of marriages, we recommend they be celebrated in non-Eucharistic Liturgies, so better to stress the unity of faith present in the love celebrated that day.

CONVALIDATION (Blessing of a Marriage)

When a couple has been civilly married for at least 6 months and would like to have that marriage blessed as a Sacrament (Convalidation) they must also do a 6-month marriage preparation, to include all church paperwork and a marriage preparation program. The blessing of such a marriage includes the priest or deacon, the couple and 2 witnesses. The couple may also invite friends and family as well. The Convalidation of such marriages, is not of the character of a first-time wedding with all the normal first-time ceremonies. It is the renewal of marriage vows and the blessing of the couple's marriage by the priest or deacon in church. Unless this takes place in the context of a Mass, the normal place for the Convalidation is the Blessed Sacrament Chapel. If you are interested in having your marriage blessed, please contact Teena Kay at tkay@st-ann.org and she will refer you to a priest.

FEES

Church fees are determined based on parishioner status. An active parishioner (or family) at Catholic Church of St. Ann is registered and active in time, talent and treasure for at least 6 months prior to reserving a wedding date. Payment is due to confirm your wedding date. If your wedding is cancelled at least six months prior to your wedding date, the church fee is fully refundable to the party who paid the fee.

- Active parishioner \$ 500 (\$300 church fee, \$200 wedding day director)
- Non-parishioner or non-active parishioner \$1,200 (\$1000 church fee, \$200 wedding day director)

Fees for music (to be determined by music director), Altar Servers (\$20 each), Sacristan, if you are having a Mass (\$40) and honorariums for your officiant (\$300) are due at the rehearsal and will be covered in your meeting with your wedding day director.

MARRIAGE LICENSE

You **must** obtain a marriage license. The license is obtained at any county probate court in the State of Georgia and is valid anywhere in the state. You will need proper identification (driver's license, military ID, etc.) and CASH fee to obtain the license. If both the bride and groom are not residents of Georgia, the marriage license MUST be obtained in Cobb County.

Cobb County	770-528-1931	cobbcounty.org
Cherokee County	678-493-6160	cherokeega.com
DeKalb County	404-371-3035	dekalbcountyga.gov
Gwinnett County	770-822-8354	gwinnettcourts.com
North Fulton County	404-613-4583	fultoncountyga.com

When obtaining your marriage license, bring a copy of your certificate of marriage preparation for a possible price reduction.

WEDDING DAY DIRECTOR

Once your wedding date has been confirmed and you have met with a priest or deacon to begin your marriage preparation, you will be assigned a wedding day director. The ceremony is under the direction of your officiant and your wedding day director. Bridal consultants may function only under the direction of St. Ann's wedding day director.

Very important: Your wedding ceremony will not take place if your marriage license is not handed to your wedding day director the night of the rehearsal.

PLANNING THE LITURGY

THE CEREMONY

You will receive a booklet with the various options for prayers and readings for your ceremony. The priest or deacon will help you with your selections and will need a copy of your choices. You will need to choose friends or family members as readers. During a Mass, you will want to ask someone special to bring up the offertory gifts. Altar servers and extraordinary ministers will be arranged, also.

BRIDE'S AND GROOM'S ROOMS

We have rooms available for the bride, groom and attendants for preparation two hours before your ceremony. Please ask a friend or family member to remove all belongings from these rooms before the start of your ceremony. St. Ann's is not responsible for any items left in rooms.

THE MUSIC

Catholic Church of St. Ann has a rich, talented and diverse music ministry. Our musicians and cantors can meet the needs of most wedding ceremonies and can be scheduled through the St. Ann's music department. If requested, outside musicians may be used with the approval of the Director of Music. All music involved with the sacrament of marriage must be approved prior to your wedding by the Director of Music. The Director of Music will provide consultation as to the capabilities of the St. Ann's musicians and can advise and approve music selections to be used that are consistent with the nature of the sacrament. The bride/groom should contact the Director of Music to schedule an appointment for this consultation. Fees for the St. Ann's musicians and cantors will be determined at the consultation and will be paid directly to the musicians by separate checks and made payable to each musician or cantor. These fees are in addition to the church fees. Typically, the musicians and cantors do not attend rehearsals; fees may be charged for additional services. Fees for musicians vary.

SOUND TECHNICIAN

All approved outside musicians are required to use a sound technician from St. Ann's with fees based on requirements (typically \$75). A separate check should be made payable to the sound technician. Typically, no sound technician is required for St. Ann's musicians; however, based on the need, one may be required. The need for a sound technician will be decided by the director of music. Ceremony streaming is also available. Please contact Ed Bolduc 770-552-6400 ext. 6017 or ebolduc@st-ann.org.

PHOTOGRAPHY AND VIDEOGRAPHY

Photographers and Videographers are granted leeway within reason; however, they may not enter the altar area during the ceremony or come up more than halfway up the center aisle. Please take photographs with your officiant (priest/deacon) first, before pictures of the wedding party, and complete all photography 30 minutes after your ceremony.

FLOWERS AND DÉCOR

Our church pews do not accommodate decorations. You are welcome to place flower arrangements in the church. Depending upon the time of year, there may be church decorations on the altar highlighting the liturgical season and should not be removed. Flowers for weddings during Lent will need to be removed after the ceremony. Contact Joanne Simpson at jsimpson@st-ann.org to arrange for altar flowers. Outside florists may also be used.

OTHER

The role of flower girls and ring bearers is symbolic.

No flower petals, birdseed or rice.

Catholic Church of St. Ann reserves the right to cancel any wedding if the legal requirements under the State or Church law are not met.

Important: Please read this page thoroughly
REQUIRED DOCUMENTATION

BAPTISMAL CERTIFICATES

If Catholic, a recent copy of your baptismal certificate, issued no more than six months prior to the date of your wedding. This is obtained by requesting a copy from the parish in which you were baptized. It is important to indicate that you are requesting a baptismal certificate “with all notations and a raised church seal.” If non-Catholic but baptized, the matter of baptism can be verified through a copy of your baptismal certificate or through affidavits.

AFFIDAVIT REGARDING THE FREE STATUS OF BRIDE AND GROOM

Both parties, whether Catholic or not, must have two different affidavits of freedom to marry from two different people. These are usually completed by parents, but may be done by anyone who has known you for at least one year. A total of four affidavits must be returned and they must be notarized.

MARRIAGE PREPARATION PROGRAMS

The Archdiocese requires you take part in one of four marriage preparation programs. You will need to register for one of the programs as soon as possible as they fill up quickly.

Sponsor Couple: A St. Ann’s Sponsor Couple will be chosen especially for you. You will meet with them 4-5 sessions and you will work with workbooks, “For Better & Forever” that need to be picked up from the parish office before your initial meeting with your sponsor couple. The cost of the two workbooks is \$22 and we are happy to mail them for \$30.

FOCCUS: Pre-Marriage Inventory: FOCCUS is a marriage enrichment tool that provides couples the opportunity for deeper conversation and understanding of each other. Couples will complete an on-line questionnaire with “Yes/No/Unsure” answers and meet with a trained, married FOCCUS facilitator couple from St. Ann’s.

Joy-filled marriage workshop: Couples must attend two Saturdays to receive their marriage preparation certificate. To register: <http://tiny.cc/jfmprep.com>

Engaged Encounter: A two-day workshop. To register: www.atlcee.org

To summarize: couples may do Sponsor Couple, FOCCUS, Joy-filled marriage workshop or Engaged Encounter. Please keep these workshop certificates and send a copy to Teena Kay tkay@st-ann.org for your wedding file. Keep a copy for a possible reduction on your county marriage license.

WEDDING FILE

To process your wedding file in a timely manner we require all paperwork be returned to Teena Kay **2 months** before your wedding date for all Archdiocese of Atlanta weddings and those weddings in the United States but outside of the Archdiocese of Atlanta. If the wedding is to take place in another country the paperwork will need to be returned **3 months** prior to your wedding date.

Failure to complete all required paperwork necessary to be submitted to the Archdiocese of Atlanta for marriage permission may cause a delay in your wedding date.

Prayer Blessing for an Engaged Couple

May God, who in His gentle plan draws you
Together in love for one another
Strengthen your hearts so that you will keep faith with each other
May you grow in your respect for one another and cherish each other
With a sincere love and come to the happiness of celebrating
The Sacrament of Marriage
May Almighty God bless you,
The Father, and the Son and the Holy Spirit
Amen

CATHOLIC CHURCH OF ST ANN
770-552-6400

ADMINISTRATIVE ASSISTANT
Teena Kay 770-552-6400 ext. 6010
tkay@st-ann.org

DIRECTOR OF MUSIC
Ed Bolduc 770-552-6400 ext. 6017
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ALTAR FLOWERS
Joanne Simpson 770-552-6400 ext. 6001
jsimpson@st-ann.org

CONGRATULATIONS TO BOTH OF YOU!

We at Catholic Church of St. Ann wish you every blessing as you begin your marriage preparation.