



St. Raymond of Peñafort Catholic Church

WEDDING GUIDELINES

Revised September 2008

SAINT RAYMOND OF PENAFORT CATHOLIC CHURCH

Parish Office – 703-440-0535

GUIDELINES FOR WEDDINGS

Donna Crean – Wedding Coordinator

703-569-7510

Kathy Siner - Wedding Coordinator

703-569-0958

Carol Ann McKim – Wedding Coordinator

703-644-4040

Elizabeth Turco – Music Director

703-506-4644

Saint Raymond of Peñafort Parish is happy your wedding ceremony will be celebrated in our church. As a parish community we share your excitement and wish to be as helpful as possible as you prepare for your marriage. The Parish Wedding Liturgy Assistants act as a liaison between the marriage couple and their families and the Priest to insure the church ceremony is carried out smoothly and sacredly. The following guidelines are available to assist you in planning for your church ceremony within the guidelines of the Diocese of Arlington and Saint Raymond's Parish.

Wedding Assistants

The members of the Saint Raymond's Wedding ministry are volunteers from the parish. A Wedding Assistant will call you at least two months before the wedding. You will be asked to complete a detailed information sheet concerning your wedding.

Two weeks before your wedding, your Wedding Assistant will contact you again to confirm the details of your wedding. At any time feel free to contact the Wedding Assistant to answer any questions or provide any information.

Please note that for all activities that take place within the church the St. Raymond's Wedding Assistant's guidance takes precedence over that of a personal wedding coordinator.

Services the Wedding Assistants provide include:

Guidance in planning the liturgy

Assistance in conducting the wedding rehearsal

Setting up the church on the wedding day

Coordinating the procession

Overseeing the photo session after the wedding

Restoring the church to its original condition after the wedding

GENERAL INFORMATION

Music

The organist from St Raymond's must be used for all weddings. If the organist is not available she will find someone that has been trained on our organ. All music must be coordinated with the Music director from St. Raymond's who will also provide information about fees and availability of soloists. Please call Elizabeth Turco at 703-506-4644 to arrange your wedding music.

Readers/Gift Bearers

The Arlington diocese has directed Father Gould to require all those taking part in the wedding directly on the Altar to be Catholic, therefore you will need:

A **Catholic** reader for the First Reading (Old Testament).

A **Catholic** reader for the Second Reading (New Testament).

A **Catholic** reader for the General Intercessions (Prayer of the Faithful).

Two presenters for the Offertory procession (only at a Mass).

NOTE. The Readers, Gift Bearers, and Sponsor Couples (if applicable) should attend the rehearsal.

NOTE. The Vocalist will normally sing the Psalm and Gospel Acclamation. If there is no Vocalist, the Psalm and Gospel Acclamation will be read.

Altar Servers

For a Nuptial Mass, two altar servers will be provided. Servers are optional for ceremonies unless otherwise requested by the priest. The Wedding Assistant will automatically arrange for altar servers. Please bring two envelopes to the rehearsal each labeled "Altar Servers" and each containing \$10 in cash.

Photography/Videography

Professional photographers are welcome to take pictures or to video during the wedding as long as they do not interfere or detract from the liturgy. It is important that the photographer's efforts do not overshadow the real significance of the ceremony. The photographer should check in with the presiding Priest as a matter of courtesy.

Photographers are not allowed on the altar.

Pictures, **WITHOUT FLASH** are allowed during the ceremony.

Thirty minutes is allowed after the ceremony for posed informal pictures.

NO auxiliary lighting is to be used.

Do not plan to have formal portraits taken before or after the wedding.

It is important that the photographer understands and abides by these guidelines.

It is assumed that all weddings will begin on time. Should the ceremony begin late, this time will reduce the time allotted for pictures in the church after the wedding ceremony.

Wedding guests who wish to take pictures must do so from their pew. Flash photography is **not** permitted at any time during the wedding liturgy.

An attitude of respect and reverence should be maintained throughout the photo session.

Flowers

During the Ordinary Time of the Church's Liturgical Year, couples are welcome to place flowers in the altar area.

Couples whose weddings are on the same day may choose to share the cost of the Altar area flowers.

Flower arrangements are usually left at the church. However, during the Season of Lent and Advent, all flowers must be removed from the church after the ceremony. Please let the wedding assistant know your plans.

The arrival time of the florist should be coordinated with your wedding liturgy assistant.

You will need to make arrangements with your florist for containers and holders.

Please notify your florist that floral arrangements may not be placed directly on the marble floor or carpeting.

Church Policies

Liturgical decorations for Advent/Christmas or Lent/Easter are not to be removed. Liturgical furnishings (altar, candles, plants, etc.) are **NOT** to be removed at any time. No flowers or unity candle will be placed on the altar.

No rice, flower petals, birdseed, or bubbles are to be thrown or used on Church property. Balloons and doves are not to be released into the air.

Only service animals are allowed in the church.

Pew bows are allowed, but there are some restrictions to prevent damage to the pews. Please do not proceed with the placing of bows before speaking with your Wedding Assistant. **PLEASE DO NOT USE TAPE.**

Aisle runners are not permitted at Saint Raymond's because of safety concerns.

Bell ringing is not permitted for weddings at St. Raymond's.

A receiving line is not permitted at the church.

Drinking alcohol at the church before or after a religious ceremony is inappropriate. This applies to the rehearsal as well as the wedding. No food or drink, including gum chewing, is allowed in the church at any time.

Church Fees

Shortly after scheduling the date for your wedding, you will receive a letter concerning the church fee and how to arrange payment. The fee for the use of our church is based on the length of time you have been a member of Saint Raymond's and is considered a donation for use of the building. The fees are as follows:

Members over 2 years	\$ 500.00
Members between 1 & 2 years	\$1,000.00
Members less than 1 year	\$2,000.00

This fee goes to maintain our facilities and is separate from the fees for the organist and cantor. The fees for the music at your wedding should be discussed with our Music Director.

Dress

The apparel of all members of the wedding party must be fitting to both the solemn and religious character of the occasion, both at the rehearsal and on the day of the wedding.

All members of the wedding party, as well as those participating in the liturgy as readers and the offertory procession (at a Nuptial Mass) must be dressed in a modest fashion that reflects respect and mindfulness of being in the house of God.

Low cut tops and ultra short skirts do not reflect an attitude of respect for being in the Real Presence of the Most Blessed Sacrament.

THE REHEARSAL

Arranging the Rehearsal

The Priest will set the date and time for the rehearsal. Rehearsals are usually held on the evening before the wedding at either 5:00 pm or 6:00 pm and are no more than one hour in length.

Only those directly involved in the wedding should attend the rehearsal. The musicians do not attend the wedding rehearsal.

The wedding rehearsal will start and end on time. At the rehearsal, substitutes will be used for wedding party members who may arrive late. ***Please be mindful of traffic situations and allow ample time to arrive as scheduled at the rehearsal.***

Confessions will be made available after the rehearsal for all parties requesting confessions.

Please note that The Arlington diocese requires all those taking part in the wedding directly on the Altar to be Catholic. See the information on Readers and Gift Bearers in the General Information of these guidelines.

What To Bring To The Rehearsal

The marriage license.

Envelopes for payment of altar servers.

Two copies of each reading and Prayers of the Faithful.

The unity candle (if applicable). The wedding couple purchases the unity candle, if used.

The program (if applicable).

The guest book (if applicable).

THE DAY OF THE WEDDING

General Information

Saint Raymond's schedules weddings at 11:00 am and 2:00 pm. It is also possible that other events may occur at the church or in the Parish Hall on the day of your wedding. If this is the case, you will be allowed ½ hour before to set-up and ½ hour after for pictures. Your wedding assistant will help you with the timing.

It is very important that weddings start on time. The Church has multiple events scheduled most days. Additionally, the priests, musicians, and others involved often have other commitments to meet.

Arrival of Wedding Party

The bride and bridesmaids should arrive at least 30 minutes before the ceremony. There is a small bride's room at Saint Raymond's that may be used for finishing touches. All members of the wedding party should be dressed before arriving at the church.

The groom and groomsmen should arrive at least 45 minutes before the ceremony to begin seating guests. The groom can use the sacristy as a "holding and waiting area".

If the wedding begins late, time will be forfeited for picture taking in the church after the ceremony.

The couple is responsible for assigning a person from the wedding party, a family member, or a guest who will see to the proper removal and disposal of decorations, programs, flower boxes, pew bows, etc.

Thank you for thoroughly reading through Saint Raymond's Wedding Guidelines.

God bless you!