

# *Sacrament of Matrimony*

## Instructions and Guidelines



### ST. LUKE THE EVANGELIST ROMAN CATHOLIC CHURCH

CHURCH: 91 NORTH PARK STREET · DAHLONEGA, GEORGIA  
OFFICE: 129 HAWKINS STREET · DAHLONEGA, GEORGIA 30533  
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## GETTING MARRIED AT ST. LUKE THE EVANGELIST CATHOLIC CHURCH

Congratulations on your engagement! We at St. Luke's wish you every blessing as you begin your journey toward marriage. This time of preparation during your engagement is a time of great joy; however, it can also be a very stressful time for many. The following information should help you as you begin the process of preparing as a couple for the Sacrament of Matrimony.

*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.*

## SCHEDULING YOUR WEDDING

As with all Sacraments of the Catholic Church, the Sacrament of Matrimony requires spiritual preparation. The Archdiocese of Atlanta requires that couples begin this process at least six (6) months prior to the date of their wedding. To begin the process for getting married at St. Luke's please contact the pastor as soon as possible to reserve the date and time of your wedding and to discuss details with regard to marriage preparation. (Please note that no weddings are scheduled at St. Luke's during the Lenten season, which fluctuates each year.) Once the wedding is tentatively scheduled, the formal reservation form (included at the end of this packet) may be completed and returned along with your payment. Reservations are not considered confirmed until this form has been returned and fees are fully paid.

### **Wedding Times:**

Friday: 4:30pm or 5:30pm

Saturday: 2:00 pm

With the exception of Sunday, other times may be scheduled by special arrangement.

### **Rehearsal Times:**

Friday: 5:00 pm or 6:00 pm (typically lasts 45 minutes)

Some liturgical seasons do require a change in rehearsal times.

## FEES

Basic fees for weddings are determined based on parishioner status. To qualify for the Active Registered Parishioner rate, you or your parents must be registered at St. Luke's and active in Time, Talent, and Treasure for at least six months prior to the reservation of the wedding date. The determination if one is an active parishioner is made at the point of scheduling the wedding date and is based upon regular attendance at Mass, participation in parish ministries, and financial contribution through regular use of parish envelopes, online giving, or check (on record at the parish). The basic fees cover the use of the Church, cleaning, wedding coordinator services, and other administrative costs. Additional fees may apply depending on needs with regard to musicians. If there is a real inability to pay fees, the pastor may waive or discount fees at his discretion.

**Active Registered Parishioners (meeting criteria listed above): \$200**

**Non-Parishioners or Registered Parishioners who are not active: \$900**

**2 Candelabras: \$50 • 2 Flower Arrangements: \$50.00 • Unity Candle: \$50.00**

**Organist: \$250.00 • Cantor: \$150.00 • Altar Server: \$20.00**

## GENERAL REQUIREMENTS

**Freedom to Marry:** Church law requires that both parties be free to marry, that is, neither party has been previously validly married. If one or both of you were married before, and your former spouse is still living, you will need to obtain a declaration of nullity from a Catholic marriage tribunal. A priest or deacon of the parish can assist you in starting this process. Under no circumstances may a date be set for the ceremony, not even tentatively, until a declaration of nullity has been granted.

**Marriage Preparation:** The marriage preparation process in the Catholic Church consists of pre-marital counseling and the completion of certain paperwork. Typically, this process involves four or five meetings with a member of the clergy along with other workshops or retreats recommended by the Archdiocese. Normally the clergyman who will be officiating at the ceremony will complete this process; however, there may be exceptions to this, as outlined below.

**Visiting Clergy Officiants:** If you wish to have another Catholic priest or deacon outside of St. Luke's officiate at your wedding, you must personally contact him. He will, in turn, contact St. Luke's and request permission to celebrate the wedding confirming in writing that he is willing to officiate, and that he is willing to complete the necessary pre-marital instructions and paperwork. If the visiting clergyman is unable to complete the pre-marital instructions and paperwork, this can be completed by a member of the clergy at St. Luke's. If the visiting clergyman is from outside of the Archdiocese of Atlanta, he must also obtain permission from the Archdiocesan chancellor's office to officiate at the wedding. The chancellor's office can be contacted through the Archdiocesan website ([www.archatl.com](http://www.archatl.com)).

The permission required by Church Law for him to officiate will be granted only after the completed paperwork has been received at St. Luke the Evangelist. The documentation required by Church law must be received in the office at St. Luke's at least one month prior to the wedding.

Visiting clergy are expected to follow the policies of St. Luke the Evangelist regarding the conduct of the ceremony and to cooperate with the St. Luke wedding coordinator and parish staff. If visiting clergy cannot conduct the rehearsal, please notify the office at least one month in advance.

**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 born of the union will be raised in the Catholic faith. The non-Catholic party makes no promises but is made 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. The type of participation will depend upon whether or not the marriage will be celebrated within a Mass. Usually it will involve participating in the readings and/or giving a blessing. In some circumstances, permission will be given for a minister to officiate at the marriage in a location other than the Catholic parish. If you wish to obtain this permission, you must speak to a member of the clergy at St. Luke's to obtain a dispensation so that the marriage will be recognized by the Catholic Church.

## LOGISTICS

**Wedding Coordinator:** Consultation with the wedding coordinator at the parish is required for all weddings at St. Luke's. The St. Luke's wedding coordinator will contact you within 60 days of your wedding. Please be aware that the entire ceremony is under the direction of the St. Luke clergy and wedding coordinator. Bridal consultants, if you choose to have one, must not interfere and may function only under the direction of the clergy and the wedding coordinator. The wedding coordinator will be responsible for meeting with couple 60 days prior to wedding, rehearsal supervision, opening bride's and groom's dressing rooms, readying sanctuary and church for ceremony, making copies of readings, and any other reasonable consultation.

**Facilities:** The church seats approximately 300 guests. The church may be reserved for a 3-hour block (typically the ceremony lasts one hour, so the church may be reserved for one hour before the time the ceremony commences and one hour after the ceremony ends). The wedding party, photographers, etc., may arrive 1 hour before the ceremony for preparation and pictures.

**Photography and Video:** The bride and groom make arrangements for photography and videography. Although we permit a great deal of leeway inside the church, photographers and videographers may not enter the altar area during the ceremony and may not come forward of the last pew in the center aisle. St. Luke's does not allow flash photography during the ceremony. The photographer is allowed forty-five minutes after the ceremony for posed photographs. Any posed photographs involving the officiant are to be taken first.

The following regulations apply to videotaping weddings:

- All video equipment must be set up no later than thirty minutes before the wedding.
- Wireless microphones may be worn by the bride, groom or officiant.
- Video equipment must be stationary during the ceremony; no "roving" cameras.
- Cameras may not be set up anywhere in the sanctuary (altar area).
- No floodlights or any other special lighting may be used during the ceremony.
- No wires may be laid down across any aisles.
- Nothing may be taped, pinned, stapled or otherwise affixed in any way to church walls, furnishings or floors.

**Flowers, Candles, and Decorations:** The Church has flower arrangements that you can rent. (See "Fees" section.) You are free to use your own florist for floral arrangements. Supplemental arrangements may not be placed on the altar or in its immediate vicinity, or in any location which would affect other liturgies and events. The parish wedding coordinator will determine appropriate placement of flowers. Sanctuary furnishings, coverings, flags, etc. may not be removed. No aisle runners are allowed. Due to liability issues, flower petals may not be strewn on the floors. Neither may rice or bird seed be thrown in or outside of the Church. Pew decorations, if used, must be affixed with ribbon or plastic clips. Tacks, staples, tape or putty are not permitted on the church walls or furnishings. All pew decorations must be removed immediately following the ceremony.

**Prayers and Readings:** Once you begin meeting with the priest or deacon for marriage preparation, he will give you the *Together for Life* booklet which contains all the options for prayers and readings for the wedding liturgy.

**Other Participants in the Liturgy:** Normally, when a wedding Mass is celebrated, it is required that lectors and all participating as public ministers in the liturgy be Catholic. If the wedding is a Liturgy of the Word (without Mass), non-Catholic Christians may serve as lectors.

**Reception of Holy Communion at Mass:** As Catholics, we believe that the celebration of the Eucharist is a sign of our oneness in faith, life and worship. Members of churches with whom we are not yet fully united are therefore not ordinarily able to participate in Holy Communion. We welcome our fellow Christians and members of other faiths to the Eucharistic celebration, and we pray that the Holy Spirit in this Eucharist will draw us closer to one another and begin to dispel the sad divisions which separate us. All who are not receiving Holy Communion are encouraged to express in their hearts a prayerful desire for unity with the Lord Jesus and with one another.

**Officiant Stipend:** There is no charge for the administration of sacraments; however, it is customary for the couple to provide an honorarium to the officiant. The amount is a matter of personal discretion. It is also customary for the couple to give a stipend to the altar server(s). The suggested amount at St. Luke is a minimum of \$20.00 for each server.

**Rehearsal:** The rehearsal is usually scheduled for the day before the ceremony. Please be aware that the entire ceremony is under the direction of the officiant who is in attendance, with the assistance of the parish wedding coordinator. Bridal consultants, if you choose to have them, are not to interfere and may function only under the direction of the officiant and/or the wedding coordinator. The rehearsal is limited to the time allotted. The bride and groom are responsible for ensuring prompt attendance of the wedding party. If you would like to meet in the Parish Hall to gather prior to entering the Sanctuary for the rehearsal, please let us know. Those attending should be present at least 20 minutes before the scheduled rehearsal time.

**Appropriate Behavior:** All attendees should keep in mind the sacred nature of the occasion and conduct themselves accordingly with a realization that the church is a sacred place and reverential silence is expected during the wedding and rehearsal. **Similarly, all should be dressed appropriately for this sacred setting.** No food or drinks are allowed in the church at anytime; however, food and drinks are permitted in the dressing rooms. It is the responsibility of the bride and groom to advise the photographer, videographer, and other attendants of these regulations and to insist upon compliance.

**Music:** St. Luke's contracts with organists and soloists for weddings at the parish. Fees for these musicians are in addition to the basic Church fees and are payable directly to the musicians (no later than a week prior to the day of the wedding). The organist fee is \$250, and the soloist fee is \$150. If you wish to use our musicians, please contact them or the wedding coordinator directly as soon as the wedding date is tentatively reserved in order to ensure their availability. Music Director and Organist: Eric Alexander - (404) 217-2520, Soloist: Kathy Krause - (678) 481-1182. If you are interested in having music during the ceremony/liturgy, you must coordinate with our Music Director. Musical selections should reflect the dignity and solemnity of the sacrament; thus any music which would not be considered sacred or classical will not be approved. Below you will find a list of approved music. Typically you will need to make selections from the list below for a prelude, seating of the mothers, procession of the attendants, processional, recessional, and a postlude. If there is a devotional to Mary, you will also need to select a piece for this. If there is a Mass with the wedding, selections for the offertory and communion must be taken from our parish hymnal, or approved by the pastor in advance.

## MUSICAL SELECTIONS

### Processional (choose one from this section)

- Trumpet Voluntary – Jeremiah Clarke (most popular for processional)  
[https://www.youtube.com/watch?v=D5j8jUa\\_M8I](https://www.youtube.com/watch?v=D5j8jUa_M8I)
- Bridal Chorus from Lohengrin – Richard Wagner  
<https://www.youtube.com/watch?v=P6rX3wlDsVI>
- Rondeau – Joseph Mouret  
<https://www.youtube.com/watch?v=9UMPKwcMONM>

### Recessional/Postludes (choose one piece for the recessional and one postlude if desired)

- Wedding March - Felix Mendelssohn (most popular for recessional)  
<https://www.youtube.com/watch?v=4tDYMayp6Dk>
- Hornpipe from the Water Music - G.F. Handel  
<https://www.youtube.com/watch?v=d9aeDkcRT1k>
- Trumpet Tune – Henry Purcell  
<https://www.youtube.com/watch?v=nPVPV95Oz-M>
- Trumpet Tune – John Stanley  
<https://www.youtube.com/watch?v=sWsskwkdi-c>
- Psalm XIX – Benedetto Marcello  
<https://www.youtube.com/watch?v=dGBOtNx55Uc>
- Arrival of the Queen of Sheba – G.F. Handel  
<https://www.youtube.com/watch?v=YP9sYpS7xp0>
- Air from the Water Music - G.F. Handel  
<https://www.youtube.com/watch?v=B7jYaUpZvvg>

### Preludes/Seating of the Mothers/Procession of the Attendants (choose one piece for a prelude if desired, one for the seating of mothers, and one for the procession of the attendants)

- Jesu, Joy of Man's Desiring – J.S. Bach (most popular for seating of mothers)  
<https://www.youtube.com/watch?v=Lm2kAvlQxHE>
- Canon in D – Johann Pachelbel (most popular for the procession of the attendants)  
<https://www.youtube.com/watch?v=bqj6ZpAD4L0>
- Sheep May Safely Graze – J.S. Bach  
<https://www.youtube.com/watch?v=9SSVyoRt5S0>
- Air on the G String - J. S. Bach  
<https://www.youtube.com/watch?v=b8272qezRwY>
- Arioso - J.S. Bach  
<https://www.youtube.com/watch?v=fV6F1bA7TnA>
- Nimrod from the Enigma Variations - Edward Elgar (fast forward to 1:45)  
<https://www.youtube.com/watch?v=MeXPY16Y1xw>

### For Flowers for Our Blessed Mother

- Ave Maria - Franz Schubert  
<https://www.youtube.com/watch?v=BzMo0qCklGg>
- Ave Maria - J.S. Bach/Charles Gounod  
<https://www.youtube.com/watch?v=2TFeSYw0WeI>

# ST. LUKE THE EVANGELIST - WEDDING RESERVATION FORM

## WEDDING REQUESTED AT ST. LUKE THE EVANGELIST:

DATE REQUESTED: \_\_\_\_\_ TIME: \_\_\_\_\_ Mass? ( ) or Service? ( )  
OFFICIANT: \_\_\_\_\_ requested and agrees? ( )  
OFFICIANT ADDRESS: \_\_\_\_\_ Prepared by: \_\_\_\_\_

## IF WEDDING IS NOT AT ST. LUKE THE EVANGELIST (PREPARATION ONLY):

DATE OF WEDDING: \_\_\_\_\_ TIME: \_\_\_\_\_  
CHURCH OF WEDDING: \_\_\_\_\_ DENOMINATION: \_\_\_\_\_  
CITY/STATE: \_\_\_\_\_  
OFFICIANT: \_\_\_\_\_ DENOMINATION: \_\_\_\_\_  
OFFICIANT ADDRESS: \_\_\_\_\_

## BRIDE:

NAME: First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY/STATE/ZIP: \_\_\_\_\_  
TELEPHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_  
AGE: \_\_\_\_\_ BIRTH DATE: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
RELIGION: \_\_\_\_\_ BAPTIZED?\_\_ (Y/N)  
MAID/MATRON OF HONOR: \_\_\_\_\_  
PREVIOUS MARRIAGE(S)?: (number) \_\_\_\_\_ IF ANY, ANNULMENTS COMPLETED? \_\_ (Y/N)

## GROOM:

NAME: First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY/STATE/ZIP: \_\_\_\_\_  
TELEPHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_  
AGE: \_\_\_\_\_ BIRTH DATE: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
RELIGION: \_\_\_\_\_ BAPTIZED?\_\_ (Y/N)  
BEST MAN: \_\_\_\_\_  
PREVIOUS MARRIAGE(S)?: (number) \_\_\_\_\_ IF ANY, ANNULMENTS COMPLETED? \_\_ (Y/N)

PLEASE COMPLETE THE ABOVE FORM AND RETURN IT TO ST. LUKE THE EVANGELIST CATHOLIC CHURCH, 91 NORTH PARK ST., DAHLONEGA, GA 30533.  
PLEASE INCLUDE A CHECK WITH YOUR APPROPRIATE PAYMENT (\$200 FOR ACTIVE PARISHIONERS, \$900 FOR NON-PARISHIONERS) MADE TO ST. LUKE THE EVANGELIST. \*FEES FOR MUSICIANS SHOULD BE PAID DIRECTLY TO MUSICIANS AT LEAST ONE WEEK PRIOR TO THE WEDDING CEREMONY. BY COMPLETING THIS FORM, YOU ARE INDICATING THAT YOU HAVE READ THE INCLUDED REGULATIONS AND AGREE TO COMPLY WITH THEM. YOUR RESERVATION IS NOT COMPLETE UNTIL WE HAVE RECEIVED THIS FORM ALONG WITH PAYMENT.