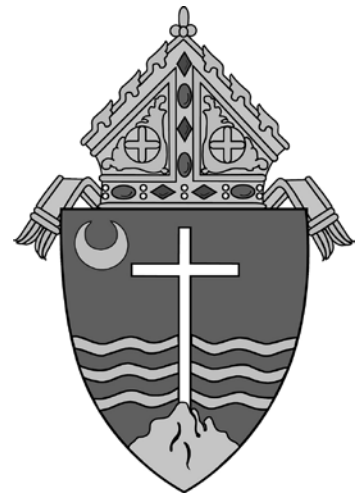
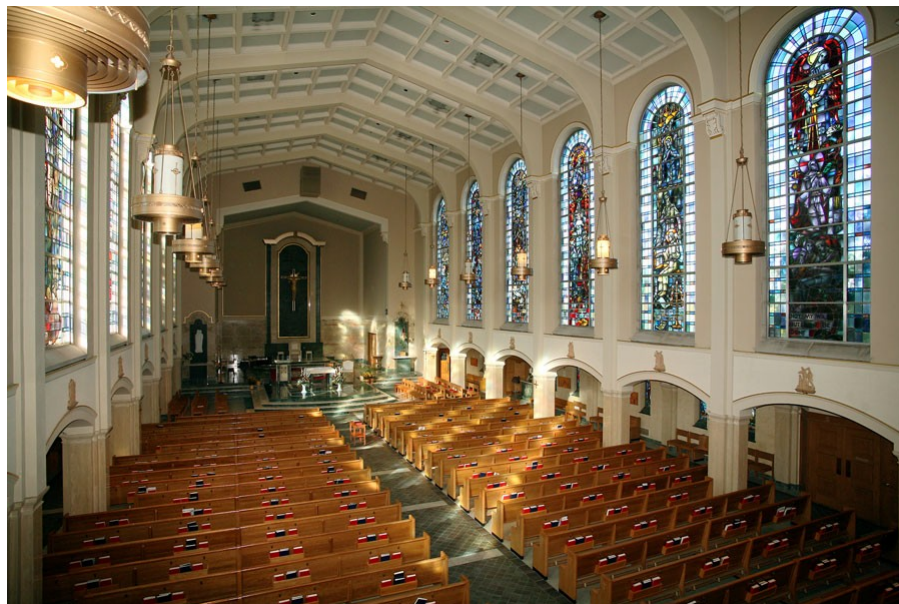


**CATHEDRAL OF ST. PETER**

**DIOCESE OF ROCKFORD, IL  
BISHOP DAVID J. MALLOY**



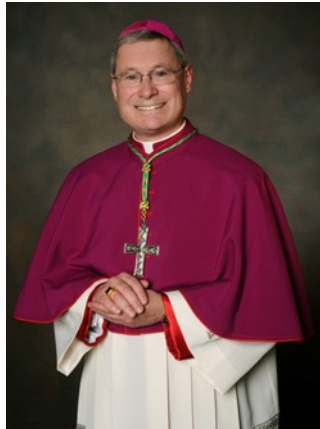
# **WEDDING GUIDELINES, PLANNING, AND PREPARATION**



*“The sacrament of Matrimony signifies the union of Christ and the Church. It gives spouses the grace to love each other with the love with which Christ has loved His Church; the grace of the sacrament thus perfects the human love of the spouses, strengthens their indissoluble unity, and sanctifies them on the way to eternal life.” (Catechism of the Catholic Church 1661)*

**CATHEDRAL OF ST. PETER**  
**1243 N. Church Street**  
**Rockford, IL 61103**

**Most Reverend David J. Malloy, D.D., J.C.L., S.T.D.**  
*Bishop of Rockford*



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Dear Friends,

The parish of the Cathedral of St. Peter congratulates you on your engagement to be married. It is a wonderful and exciting time in your life, and we are glad that you are choosing to enter into your marriage in a sacramental way. This sacrament of Marriage draws you closer to Jesus Christ and his people, the Church. Your marriage is a vocation, a life-long calling to follow Jesus day by day in the sphere of married love and family life.

The Church would like to assist you not only in preparation for your wedding day, but also in preparing for a lifetime of loving commitment to one another. We have a great stake in the success of your marriage since it is a sacrament, that is, a fundamental way in which the grace and love of God are given you to shape your lives by, while becoming living members of the Body of Christ. The policy for marriage at the Cathedral of St. Peter and our process of preparing you, are in service of your love for each other and Christ's love for you.

Yours in Christ,

Fr. Steve St. Jules, Rector

Cathedral St. Peter, Rockford, IL

## **INTRODUCTION TO THE SACRAMENT OF MARRIAGE**

Marriage is one of the seven sacraments, which are at the heart of our Catholic Faith. Sacraments are not the prayers of individuals alone but of the whole Church. Your wedding is a sign and symbol of God's love for his people, and of Christ's love for the Church.

This booklet of information is given to aid you in your preparation for the celebration of the Sacrament of Christian Marriage. We hope that the preparations for the celebration of the Sacrament of Marriage will deepen your love and your commitment to each other – and aid you in preparing a meaningful and prayerful wedding liturgy. Therefore, a program of preparation is required.

### **WHO MAY MARRY AT THE CATHEDRAL?**

- At least one of you must be a participating member of the Cathedral Parish, have grown up in the Cathedral Parish, or have parents in the Cathedral Parish. A participating member of the Church attends Mass regularly, participates in parish activities, is involved in the ministries in the parish, and is in good standing with the Church.

**Note: if either of you has been previously married in a civil or religious ceremony, it is essential that you inform the priest immediately of this fact.**

### **WHEN ARE WEDDINGS SCHEDULED?**

- Weddings are scheduled on Saturdays at 2:00 p.m. Other days of the week are possible, except for Sundays and Holy Days, if the Cathedral Calendar permits. Weddings are not scheduled during the seasons of Advent or Lent.

**Wedding rehearsals are scheduled on the Friday evening before the Wedding, at 5:00 p.m. or 5:30 p.m.**

## **WHO IS THE CELEBRANT? PRIEST OR DEACON?:**

- The priests of the Cathedral are the normal celebrants of weddings at the Cathedral. You may request to have a different priest or deacon celebrate your wedding, with the permission of the Rector of the Cathedral.

**If the priest or deacon is from outside the Diocese of Rockford, he will have to present a letter of “Good Standing” from his own diocese. The priest celebrating the wedding is the one who lead you through the rehearsal.**

## **WHAT DOCUMENTS WILL YOU NEED?**

During the process of wedding preparation, you will need to secure and provide the following documents:

### **1) Baptismal Certificate:**

- a. FOR CATHOLICS: a copy of your “annotated” baptismal certificate which was newly issues within the last 6 months. This can be obtained by contacting the parish of your baptism, and asking them to forward a copy to you.
- b. FOR NON-CATHOLICS: any copy of your baptismal certificate.

### **2) Date and place of Confirmation – FOR CATHOLICS ONLY**

*This will appear on your annotated baptismal certificate.*

### **3) Letter of Permission – FOR NON-PARISHIONERS**

#### **4) Affidavits of your freedom to marry.**

Each of you will need to have 2 people who can testify to your freedom to marry (a parent, close relative, long-time friend). Call the parish office and make an appointment to fill out and affidavit. If it is more convenient, your witness can stop by another parish and ask to sign Form 1-A in front of another priest and then send the document to the Cathedral of St. Peter.

#### **5) Marriage License**

If you plan to be married at the Cathedral of St. Peter, you need to purchase a marriage license in Winnebago County.

The bride and groom must come to the Winnebago County Clerk's office between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday:

**Winnebago County Clerk  
404 Elm Street, Suite 104  
Rockford, IL 61101**

The fee for the license is \$20 and must be paid in cash at the Winnebago County Clerk's office. You cannot use the license the same day you purchase it, because there is a one-day waiting period. After 60 days, the license is no longer valid to use for marriage.

## **THE PREPARATION PHASE**

### **1. THE INITIAL MEETING WITH THE PRIEST:**

The couple sets up an initial meeting with the priest at least six months in advance of the wedding. The purpose of this meeting is to explain the preparation process, to fill out the initial set of papers required by the church and to answer any questions which the bride or groom may have.

### **2. THE GIFT OF SELF: MARRIAGE PREPARATION DAY**

The couple participates in the “Gift of Self: Marriage Preparation” day, sponsored by the Diocese of Rockford and offered at parishes throughout the diocese.

**Go to: <http://www.rockforddiocese.org/familylife/> and click on the “Sacramental Marriage Prep” icon in order to register.**

If you are unable to register online, please mail registration to:

Diocese of Rockford  
Life & Family Evangelization Office  
P.O. Box 7044  
Rockford, IL 61125

Phone: 815-399-4300 x377  
Fax: 815-399-6303  
[lchristianson@rockforddiocese.org](mailto:lchristianson@rockforddiocese.org)

### **3. “FULLY ENGAGED” INVENTORY**

The couple also takes the online, “Fully Engaged” Inventory. The survey is not a test but rather an opportunity to see how well couples are communicating about important marriage issues. This survey does not decide whether or not you should be getting married, but rather facilitates the process. This will involve a series of meetings: one to take the survey and one or more meetings to discuss the results. The cost of this inventory is \$25.00 per couple and payable online. The priest will instruct you on how to get started with this inventory.



## **THE LITURGY PLANNING PHASE**

### **1. RITUAL PREPARATION:**

Once the Assessment and Instructional Phase has been completed, the couple meets with the priest for preparation of the wedding liturgy. An explanation of the various liturgical options (processions, prayers, Scripture readings, placement, ministers, etc.) is included in “The Wedding Liturgy” section of this booklet and are discussed in detail. All decisions regarding the liturgy are subject to approval by the Rector and the Director of Music and Liturgy.

### **2. MUSIC:**

It is the policy of Cathedral of St. Peter that the Director of Music and a Cathedral Cantor provide music for all weddings. All choices of wedding music are subject to approval by the Director of Music. Once you have met with the priest to discuss the liturgy, be sure to arrange a personal appointment with the Director of Music at least two months in advance of your wedding date. The Director of Music will help you select music for your wedding. Please refer to the Music Planning Guide for options.

### 3. GENERAL INFORMATION ON THE USE OF THE CATHEDRAL OF ST. PETER:

- A. **Use of Alcohol and Tobacco:** No smoking is allowed in the Cathedral. No consumption of alcohol or other behavior-influencing chemicals is allowed anywhere on the grounds. Anyone under the influence of such substances will be asked to leave. If the bride, groom, or other attendants are involved, the priest may postpone or cancel the marriage. The marriage, if witnessed while the bride or groom has been drinking, could be considered invalid because of the lessening of one's freedom through the use of alcohol/drugs.
- B. **Buildings & Grounds:** No rice, bird seed, confetti, flower petals, or other matter is to be thrown. No balloons are allowed inside the Cathedral buildings. The Bride's Room, church, pews, and entry areas are to be picked up and in good order after your wedding.
- C. **Food & Gum:** No food, gum, candy, or drink is permitted in the Cathedral at any time, out of respect for the Blessed Sacrament and the dignity of the Sacrament we celebrate.
- D. **Church Decorations:** Although the Cathedral is already decorated for the seasons of the church year, you may choose to bring flowers into the Cathedral. Your decorations may not conflict with those of the Cathedral and the Cathedral decorations may not be disturbed. **No flowers or decorations may be placed on top of the altar, or in such a way as to obscure it.** Anyone involved in decorating the Cathedral for your wedding should review the Art and Environment (Wedding Decorations) pages for more information.
- E. **Unity Candle:** The lighting of a unity candle is not a part of the Catholic Rite of the Sacrament of Marriage. The wedding reception would be an appropriate place for the Unity Candle.

- F. **Aisle Runners:** The Cathedral does not allow aisle runners of any kind. The aisles of the church are for the use of all of those gathered, and aisle runners have proven to be hazardous to safety and trip hazards to wedding guests.
- G. **Videography and Photography:** Be sure to read the pages entitled, "Guidelines regarding Videotaping and Photography." Anyone involved in this process should receive these guidelines and confer with the priest beforehand to resolve any related questions.
- H. **Order of Worship:** A well-designed printed participation booklet greatly enhances the assembly's participation in your wedding ceremony. This order of worship should include all of the music and the responses which are prayed by the assembly gathered for prayer. The Director of Music will help you to create and assist with the production of an Order of Worship. ***If you choose to use an order of worship for your wedding, it is your responsibility to have it duplicated and ready for your guests on your wedding day.***
- I. **After the Wedding/Clean-up:** Please make sure that all areas of the church building are cleaned up following the wedding ceremony: including the main church, the pews, the sacristies, both entrances, the bride's room, the room for the groomsmen, and the parking lot. Please take everything with you, as we are not responsible for anything left behind.
- a. **Janitorial help is not available at the time of your wedding. Please help us to keep our buildings and grounds beautiful for all who come here to pray.**

## **WEDDING TIMES:**

**Saturday at 2:00 p.m.**

The Cathedral has reserved the use of the church on Saturday afternoons for weddings. However, other days and times may be available. Please note that some dates may be unavailable due to Holy Days, Cathedral Events, or Diocesan Events. ***Because of the preparatory nature of Advent and the penitential nature of Lent, weddings and baptisms are not encouraged during these Seasons.***

## **THE REHEARSAL**

Rehearsals are usually scheduled the evening before the wedding (Friday at 5:30 p.m.), and should be finalized when you initially schedule your wedding. It is important that all who have an active part in the wedding Mass or ceremony attend so that each one understands their part. This would ordinarily include the bridal party, ushers, and those who will be doing the readings. Out of courtesy to those involved, please be on time. The average length of the rehearsal is one hour. This is a busy time for all involved and promptness helps a great deal. The rehearsal is facilitated by the priest officiating at the wedding ceremony.

Please have everyone ready to begin ON TIME. The rehearsal is a time to practice what has already been decided, so make sure that everyone knows their position, responsibilities, etc.

The wedding is primarily a religious ceremony in a sacred place. Proper dress (no t-shirts or shorts) and behavior are expected during the rehearsal and the wedding. No food or drink is allowed in the Cathedral at any time.

**The use of cellular phones in the church is strictly prohibited. Please be respectful of the sacred space and make sure your cell phones are off.**

No smoking is allowed in the church; no consumption of alcohol or other behavior-influencing chemicals is allowed anywhere on the Cathedral grounds before, during, or after the rehearsal or wedding.

**Please bring to the rehearsal:**

- b. The marriage license**
- c. All fees for the church, priest stipend, musicians, etc.**
- d. Readings, Universal Prayer, Orders of Worship, etc.**

## **THE WEDDING LITURGY**

Depending upon the religious backgrounds of both parties, there are two options available for the celebration of Marriage:

1. The Rite of Marriage within the context of a Catholic Mass
2. The Rite of Marriage outside of the context of a Catholic Mass

*The Catechism of the Catholic Church teaches, “In the Latin Rite the celebration of marriage between two Catholic faithful normally takes place during Holy Mass, because of the connection of all the sacraments with the Paschal mystery of Christ. In the Eucharist the memorial of the New Covenant is realized, the New Covenant in which Christ has united himself for ever to the Church, His beloved bride for whom He gave Himself up. It is therefore fitting that the spouses should seal their consent to give themselves to each other through the offering of their own lives by uniting it to the offering of Christ for His Church made present in the Eucharistic sacrifice, and by receiving the Eucharist so that, communicating in the same Body and the same Blood of Christ, they may form but ‘one body’ in Christ.” (1621)*

### **1. The Rite of Marriage within the context of a Catholic Mass**

The wedding Mass is like any ordinary Mass, but contains the wedding ceremony within the Mass. This Mass consists of the Liturgy of the Word — a reading from the Old Testament, the Responsorial Psalm, a reading from the New Testament, the Gospel reading, the homily, and the universal prayer. The actual Rite of Marriage takes place following the homily. After the exchange of vows and rings between the bride and groom, the Mass continues with the Liturgy of the Eucharist — the Presentation of the Gifts of bread and wine, the Eucharistic Prayer (where, with the words of consecration, the bread and wine are changed into the Body, Blood, Soul, and Divinity of our Lord Jesus Christ), and the distribution of Holy Communion to Catholics, who are able to receive, in attendance.

## **2. The Rite of Marriage outside of the context of a Catholic Mass**

In weddings between a Catholic and a non-Catholic, the Rite of Marriage consists of the Liturgy of the Word as it is discussed above. Because Catholics believe that the celebration of the Mass and reception of the Eucharist is a sign of the reality of the oneness of faith, life, and worship, it is not appropriate for members of other Christian communities or other faiths to be admitted to Holy Communion. Therefore, as a way to be respectful to our Catholic traditions as well as out of courtesy to your guests in order to prevent any confusion, it is more appropriate to celebrate your wedding with the wedding ceremony outside the context of Mass.

**The Wedding Liturgy is first and foremost the public worship of God. In other words, even though it focuses on the bride and groom, the wedding liturgy is the total community's act of worship, within which the bride and groom's exchange of vows takes place. It is an opportunity for all guests to join the bride and groom in praising God for the gift of love.**

**What happens at Sunday Mass is really the model and guide to be used in planning your wedding. Therefore, the easiest way for a couple to plan and prepare this liturgy, is to think about what happens at Sunday Mass.**

### **CHOICE OF MINISTERS**

Just as there are a number of people involved at Sunday Mass, so too, with your wedding liturgy. Rather than honoring friends and relatives by asking them to be part of the wedding party, the bride and groom could consider honoring them by asking them to minister at the wedding liturgy. Those who minister should be active in the practice of the faith and in their own parish or church. The liturgical ministries are:

**ASSEMBLY:** participates in song, prayer, and gesture.

**CELEBRANT (PRIEST/DEACON):** calls the community to prayer, coordinates the various ministries, and leads the worship.

**USHERS/GREETERS:** welcome the people, help them find a place to sit, and distribute the orders of worship. Ushers should be sure that your family and friends are seated no later than five minutes before the wedding begins. They are also responsible for helping to clean up the church following the wedding celebration.

**CROSS BEARER (optional):** carries the processional cross. The procession that begins each worship service is intended to focus the attention of the community on the Lord and the fact that we have gathered to worship. The processional cross is that focal point. You might choose a family member or friend to carry the processional cross, or even one of the servers. This person should be at the rehearsal.

**ALTAR SERVERS:** assist the celebrant during the liturgy. You will need two or three servers to assist the celebrant during the wedding liturgy. You might choose family members who are altar servers in their parish or ask the Cathedral to provide servers for the wedding liturgy. Altar servers should be at the rehearsal.

**READERS:** proclaim the Word of God from the Sacred Scriptures and the Universal Prayer (intercessions/petitions). You may choose to have one person read all three or you may divide the responsibility among two or three readers. They should have these readings in advance and be able to articulate them during the wedding in an audible, prayerful way. Ideally, the reader would be someone who reads in their church and is familiar with Catholic liturgy. The reader may also carry the Book of the Gospels in the procession. Readers should be present at the rehearsal.

**GIFT BEARERS:** present the bread and wine. If the wedding is celebrated within Mass, you will need two gift bearers to bring up the bread and wine. You may also want to share the joy of this day with the poor and needy. If so, you can have a basket of non-perishable food brought up at the same time. Anyone may serve as a gift bearer.

**EXTRAORDINARY MINISTERS OF HOLY COMMUNION:** may assist in the distribution of Holy Communion, if needed. If you have friends or relatives who perform this service at their Catholic parish, you might ask them to distribute at your wedding. They should be present at the rehearsal.

**MUSIC MINISTERS:** lead the assembly in song. It is the policy of the Cathedral of St. Peter that the Director of Music and Liturgy and a Cathedral Cantor serve as the musicians for all weddings. You will need to consult with our Director of Music after meeting with the priest. It is preferable that this take place at least two months before the wedding.

**Do not make any arrangements before speaking with the Director of Music and Liturgy.**

In addition, the **BRIDE and GROOM** are the ministers of the Sacrament of Marriage, while the best man and maid of honor are the legal witnesses. Other than the two legal witnesses (who must be 18 years of age or older), there is no function for other attendants at the wedding. Therefore, please try to keep the number of attendants at a minimum. The participation of children under the age of 6 years in the wedding party is discouraged.



# **OUTLINE OF THE WEDDING LITURGY**

## **INTRODUCTORY RITE**

**Gathering of the Assembly:** Your ushers/greeters should warmly greet the people as they arrive at the church. It would be particularly appropriate if you and your parents would also greet people as they arrive. This is one of the most effective things you can do to make people feel welcome, to thank them for joining in this special celebration, and to encourage their participation in the liturgy.

During this time of gathering before the procession, the prelude music is played.

**Procession:** The wedding liturgy is a celebration of God's love manifest in two people. As such, the symbols used throughout the liturgy need to speak of the mutuality of marriage. The wedding procession is one such symbol: it is a liturgical procession signifying the gathering of God's people for worship. Both the bride and the groom will participate in the procession. Ideally one instrumental piece is chosen to accompany the procession.

There are two forms of procession preferred at the Cathedral of St. Peter. We ask that you consider one of the following options:

- A. The celebrant, reader, and other ministers gather along with you, your parents, and the wedding party in the entry area of the church. The procession proceeds down the aisle in the following order:

1. The cross bearer
2. The wedding party (attendants), as couples
3. The reader(s), carrying the Book of the Gospels
4. The priest/deacon
5. The best man and maid of honor as a couple
6. The groom with his parents/family
7. The bride with her parents/family

*The parents/family of bride and groom may already be seated in the pews rather than in the procession. The bride and groom would then process as a couple.*

- B. The celebrant and groomsmen enter and stand at the front of the church, the bridesmaids and maid of honor enter in procession, followed by the bride escorted by her parents or father.

Once in the front of the church, the attendants stand **in** the front rows of chairs. As the primary ministers of the sacrament of marriage, the bride and groom assume a prominent place, so that they are visible to all in the assembly.

**Hymn:** Following the procession, everyone may join in singing a hymn which helps to unify the assembly as well as focus on the act of worship which has begun. The hymn may be used as the processional music too (as at Sunday Mass).

**Sign of the Cross:** After the procession and opening hymn, the priest will continue the liturgy with the Sign of the Cross, and the Greeting.

**Glory to God:** The Church treats Wedding Celebrations as Solemnities, which are great Feasts within the church year. As such, the assembly joins to sing together, the Glory to God, which is an ancient ritual text giving praise to God.

**Opening Prayer:** After the Glory to God is sung, the celebrant offers the Opening Prayer, in the name of all gathered to celebrate this Sacrament.

## **THE LITURGY OF THE WORD**

One way of personalizing the wedding liturgy is choosing the Scriptures. There are three readings: one from the Old Testament, one from the New Testament, and a Gospel text. Read through and discuss the options with each other. You will finalize your choices with the priest.

**First Reading (Old Testament):** see **Wedding Readings & Intercessions.**

**Responsorial Psalm:** The psalm is sung after the first reading. It is chanted by the cantor and includes an assembly refrain. You'll choose this during your meeting with the Director of Music and Liturgy.

**Second Reading (New Testament):** see **Wedding Readings & Intercessions.**

**Gospel Acclamation:** A sung acclamation always precedes the Gospel reading. This is usually a series of intoned "Alleluias" repeated by the assembly, coupled with a short verse, and followed by the same series of "Alleluias."

**Gospel Reading:** see **Wedding Readings & Intercessions.**

**Homily:** The celebrant will then preach a homily based upon the readings.

## THE RITE OF MARRIAGE

**Instruction:** After the homily, the priest gives a short instruction on marriage.

**Consent:** The priest will ask you to publicly state your intentions concerning the freedom of your decision, the permanence of your commitment, and your commitment to family life.

**Exchange of Vows:** You should be familiar with the words for your vows and for the exchange of rings. During the Rite of Marriage, the priest or deacon will say the words, and ask you to repeat them for all to hear. The marriage vows are the essence of the Sacrament of Marriage. Therefore, you must use the following form:

*I, (N.), take you, (N.), to be my husband/wife. I promise to be true to you in good times and bad, in sickness and in health. I will love you and honor you all the days of my life.*

**Acclamation of Praise:** The cantor will lead a joyful acclamation, and invite the assembly to repeat after them. The normal acclamation for this moment is “Alleluia!”

**Blessing and Exchange of Rings:** The wedding rings will then be blessed and exchanged. Each of you will say the following, while placing the ring on your spouse’s finger:

*(N.), take this ring as a sign of my love and fidelity. In the name of the Father, and of the Son, and of the Holy Spirit. Amen.*

**Acclamation of Praise:** The cantor will lead a joyful acclamation, and invite the assembly to repeat after them. The normal acclamation for this moment is “Alleluia!”

**Universal Prayer:** The priest will then introduce the Universal Prayer (Intercessions/Petitions). The couple is to choose the petitions from the options listed in the **Wedding Readings & Intercessions book**. Please be sure to let the celebrant know which option you have chosen for this prayer.

**If your celebration will not include the Eucharist (the Mass), skip over to “The Concluding Rite” on page 19.**

## THE LITURGY OF THE EUCHARIST

**Preparation of the Gifts:** At this time your gift bearers will bring up the gifts of bread and wine, as at a Sunday Mass. Gifts for the poor, such as a food basket, are most appropriate as well. This portion of the liturgy is short. Either a hymn is sung by the assembly or an instrumental piece is played.

### **Prayer over the Gifts:**

**Eucharistic Prayer:** The acclamations of this prayer (Sanctus, Mystery of Faith, and Great Amen) are sung. The priest will select the Eucharistic Prayer, including the Preface.

**Lord's Prayer:** The Lord's Prayer is prayed by all present. This is the prayer of the gathered assembly, and is not the time for a vocal solo.

**Nuptial Blessing:** The priest will then proclaim the Nuptial Blessing. It may be sung by the cantor and congregation or proclaimed by the celebrant.

**Rite of Peace:** At the Sign of Peace, the wedding couple will go together to share this greeting with their parents and then return to their place.

**Communion:** In order to celebrate this communal act, a song that includes the assembly is sung.

*(Optional)*

**Flowers to the Blessed Virgin:** While a presentation of flowers to Blessed Virgin Mary is not part of the Rite of Marriage nor of the Catholic Mass, it is a long-honored tradition for the bride (and groom) to offer prayers and flowers to the Blessed Virgin Mary following the Communion Rite, especially if the couple has a special devotion to our Blessed Mother.

**Prayer after Communion:** All stand as the celebrant prays this prayer, asking God to bless all who have celebrated together this Sacred Mystery.

## THE CONCLUDING RITE

**Final Blessing and Dismissal:** There is a final blessing over the couple followed by the dismissal.

After the words of dismissal, the wedding couple may be formally presented.

**Recessional:** A festive instrumental is played as you and your wedding party exit the church.

### **ORDER OF WORSHIP:**

- Each wedding celebration at Cathedral of St. Peter is encouraged to have an order of worship to assist your guests in participating in the wedding liturgy. This order of worship should include all of the music and the responses which are prayed by the assembly gathered for prayer. The Director of Music and Liturgy will help you to create and assist with the production of your Order of Worship.
- **It is your responsibility to take the completed and approved Order of Worship to a printer to have it duplicated, folded, and stapled.**

## **GUIDELINES REGARDING** **PHOTOGRAPHY & VIDEOGRAPHY**

### **GENERAL GUIDELINES:**

Professional photography and/or videography may take place during the wedding liturgy. However, the photographer and/or videographer may not interfere with the liturgy in any way. The photographer and/or videographer are not allowed in the sanctuary or in front of the first row of pews/chairs. Once the ceremony has begun, flash photography is prohibited.

The following are guidelines that are to be followed by all photographers and videographers that serve. A copy of these guidelines must be provided for the photographer and/or videographer you have chosen for your wedding.

1. Photographers may take pictures anywhere in the vestibule or the church proper before and after the wedding. During the wedding, the photographer may use the side aisles, but not the center aisle.
2. The photographer is not permitted in the sanctuary and a fitting reverence is expected at all times.
3. Photographers are asked not to interfere with the procession or recession by having couples stop in the aisles. This action degrades the sanctity of your wedding to a "show."
4. Please contact the priest immediately before the wedding.
5. Pictures of the wedding party may be taken in church before or after the wedding as long as the times have been pre-scheduled by the photographer with the priest or cathedral secretary. This will insure that the cathedral is available at the times desired. After the wedding, pictures must be completed by 3:15 p.m. in order to allow the church to be prepared for confessions and the evening Mass.
6. Under no circumstances may the photographer / videographer come onto the steps or main floor of the sanctuary during the wedding, or come any closer to the altar / sanctuary than the side aisles.
7. No additional sound equipment is to be brought into the church without permission from the priest or the Director of Music.
8. No church equipment or furniture is to be moved. One is NEVER to move / remove any item in the altar / sanctuary area.

**All pictures must be completed, the church cleaned-up, and vacated by 3:15 p.m.**

Silence and quiet are part of this holy place. Please show respect and reverence. Prayerful conduct is expected at all times on church grounds.

**CHOIR LOFT:** Professional photographers and videographers are welcome to use the choir loft at the rear of the cathedral. Please be aware that musicians may be using the steps to get in and out of the loft during the liturgy, so please keep these areas clear.

#### **VIDEOGRAPHY:**

**MICROPHONES:** Please do not attach microphones to any church furniture or any existing church microphones. This includes the Ambo (Pulpit), Altar, and microphones for the Cantor (song leader).

**SOUND SYSTEM FEED:** There is a sound system feed (balanced mono XLR out) in the choir loft. Please contact the Director of Music at least one week prior to the date of the wedding for details.

## **ART AND ENVIRONMENT** **(WEDDING DECORATIONS)**

Cathedral of St. Peter Church is set-up and decorated for special events and seasons within the Liturgical Year. We ask that you respect the decorations which are in place. Under no circumstances should you move or rearrange the environment already set-up in the church. In the same respect, absolutely no church furniture may be moved or rearranged. All decorations must be removed after the liturgy. **The church must be cleaned-up, and vacated by 3:15 p.m.**

- 1) Although the church is already decorated for the seasons of the church year, you may choose to bring flowers into the church. Your church decorations may not conflict with those of the Cathedral and the Cathedral decorations may not be disturbed.
- 2) **NO nails, tacks, screws, staples, pins, or tape** are to be used in any part of the building or on any furniture. Only ribbon, or specially designed pew clips may be used to secure bows and flowers to pew ends.
- 3) **NO candles or candelabras** may be added to the church environment. There is no provision for the addition of candles at the ends of the pews, as these candles have proven to be hazardous to guests.
- 4) Flowers need to be placed where there will be no water damage or other stains. **No flowers or decorations may be placed on top of the altar, or in such a way as to obscure it.**
- 5) No rice, birdseed, flower petals, potpourri, glitter, or confetti may be used inside or outside on the church property. The release of balloons, butterflies or doves is also not permitted. Bubbles may only be used outside the church building.
- 6) The Cathedral does not allow aisle runners of any kind. Aisle runners have proven to be hazardous to wedding guests. Insurance and building codes also prohibit the use of runners.
- 7) If the couple wishes, the flowers in the sanctuary may remain in the church after the wedding. It is nice to have flowers for Sunday Mass.



# LITURGY PLANNING WORKSHEET

*All Scripture Readings and the Universal Prayer can be found in our Wedding Readings & Intercessions Book at <http://www.cathedralofstpeter.org/weddingplanning.php> or by picking up a copy from the Cathedral Office.*

## INTRODUCTORY RITE

**Procession form:**

(Circle your selection)

**A.**

**B.**

## THE LITURGY OF THE WORD

**First Reading – Old Testament:**

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**Second Reading – New Testament:**

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**Gospel Reading:**

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## THE LITURGY OF THE EUCHARIST

(If you're not having Communion, skip this section and go to "The Concluding Rites")

**Optional – Flowers to the Blessed Virgin Mary:**

(Circle your selection)

**Yes**

**No**

## THE CONCLUDING RITES

**How would you like to be introduced:**

(example: "Mr. & Mrs. John Doe," "John and Mary Doe")

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**Ushers/Greeters:**

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**Cross Bearer:**

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**Altar Servers:**

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**Reader(s): First Reading**

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**Second Reading**

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**Universal Prayer**

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**Gift Bearers:**

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**Ministers of Communion:**

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**Cantor:**

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**WEDDING PARTY**

**Best Man:** \_\_\_\_\_

**Maid of Honor:** \_\_\_\_\_

**Attending Couples:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Parents of the Bride & Groom:**

**Bride:** \_\_\_\_\_

**Groom:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Any others involved in the liturgy:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

