

## PARISH REQUIREMENTS

1. Preparation for marriage must begin at least 12 months before the wedding. It is the responsibility of the couple to contact the priest in advance of the wedding date and set the appointment time.
2. Usually the pastor of Saint John Paul II Parish performs all marriages for our parishioners and will assist you in planning the liturgy. A visiting priest/deacon is welcome to perform your marriage if approved by the Pastor of Saint John Paul II Parish, but he is expected to follow the Worship and Prayer guidelines of the Diocese of Peoria and our parish policy booklet and do the paperwork.
3. NO deviations from this Parish Marriage Policy Booklet are permitted without prior permission from the Pastor.
4. A rehearsal for the entire wedding party is held the evening before the wedding. Everyone is expected to be on time for the rehearsal because it is only run through one time. Musicians do not attend the rehearsal. Organists may be present at the discretion of the couple. The priest that is performing the wedding is also to perform the rehearsal.
5. The Lenten season is not an appropriate time for a wedding. Therefore, no weddings are permitted during Lent except for unusual circumstances. Permission must be granted by the Pastor. The time for a Saturday wedding is 1:00 p.m. Weddings on Sunday are not permitted, nor are weddings permitted outside the church (e.g., a garden wedding).
6. An offering of \$200.00 is customary for the professional services of the clergy, which includes: a clergy stipend of \$100 for the Marriage Prep (which involves 4-5 meetings) is due at the last meeting with the priest and the couple. A clergy stipend of \$100 for the marriage ceremony is also due at last meeting. \* Note: if the ceremony is performed by outside clergy then the \$100 clergy stipend will be waived.
7. A church usage fee must be paid one month in advance of the wedding. Please contact the Parish Secretary for further information. Non Member Church Fee: \$500. (\$250 initial deposit due six months in advance, \$250 balance due one month prior to wedding.) Member Church Fee: \$100 (\$50 initial deposit due six months in advance, \$50 balance due one month prior to wedding.)
8. Bride's Room Usage Fee of \$100 due one month prior, \$50 will be refunded after the wedding date if the church and bride's room in the rectory are left as they were found (all garbage disposed of, any floral arrangements or candles moved must be put back in their original position).
9. We strongly urge you (the Catholic party/parties) to prepare for the Sacrament of Marriage by receiving the Sacrament of Reconciliation one week prior to your wedding day.
10. Visiting Clergy: a Sacristan will open the Church and prepare the Altar, and will clean the Altar and lock the Church after the Ceremony. A fee of \$25 for this service is due one month prior to the wedding.
11. Altar Servers: two servers for a wedding, \$20.00 each.

## DIOCESAN REQUIREMENTS

1. Each Catholic party must submit a certificate of baptism, unless he/she was baptized at Saint John Paul II Parish. This certificate must be less than six months old and is obtainable from the church of baptism. A baptized non-Catholic must furnish a certificate of baptism.
2. A confirmation certificate is also required of each Catholic party.
3. Two affidavits confirming each party's freedom to marry may be required. The consulting priest/deacon will advise you in this matter. Parents, brothers, sisters, and close relatives are the preferred witnesses.
4. A Pre-Marital Inventory for both the bride and groom must be completed. The consulting priest/deacon will give you more information on this matter.
5. Two witnesses are required for the ceremony.
6. Attendance at either an Engaged Couples Encounter or a Pre-Cana Conference is required of each couple.
7. Couples must attend a workshop on Christian Sexuality/Natural Family Planning taught by the Couple to Couple League.
8. When the bride and groom are active Catholics, the Catholic Rite of Marriage within the Mass is proper. In the case of an interfaith marriage, the Rite of Marriage within the Mass may be celebrated if the person of another faith requests this. The marriage of a Catholic and a non-baptized person consists of a marriage ceremony without Mass. Reception of Holy Communion by non-Catholics is not permitted.
9. **SPECIAL NOTE:** The Bishop's permission is required should a couple wish to be married in a church other than a Catholic church.

## CIVIL REQUIREMENTS

A marriage license must be obtained from the Henry County Clerk's Office at least one day before the wedding ceremony and no more than sixty days prior to it.

## ADDITIONAL INFORMATION

1. There is special decor in the church during various liturgical seasons of the year, such as Advent, Christmas and Easter. **This seasonal decor cannot be moved or altered for a wedding.** If there are any questions, call the Parish Office, 309-852-4549.
2. A Bride's Room is available in the Parish Center basement. The deposit of \$100 of which \$50 will be refunded if this room and the Church are left as they were found. The men come to Church dressed in proper attire. There is no dressing room available for them.
3. Receiving lines or ushering out by the Bride and Groom can be permitted. Due to the Pastor's time restraints, any pictures with the Pastor must be done prior.
4. The Church is a house of God; we urge respect at all times. Smoking, food and beverages, especially alcoholic beverages are NOT permitted anywhere inside the Church building. In fact, NO alcoholic beverages are permitted on Church property. NO tailgate parties.
5. Because the Church does not have water receptacles, water bottles can be brought into the Church as long as they are removed.
6. The custom of throwing rice, birdseed and/or confetti creates a safety hazard and custodial problem at the Church entrance and is not permitted.
7. Balloons are also **not** permitted in the Church.
8. Plastic mats **must be used** under candelabras, if they are to be used, to protect the carpet. They are available from the florist or whoever is providing the candelabras.