

Guidelines for Weddings at the Church at St. Mary's of the Barrens Perryville, Missouri

Congratulations on your engagement. The sacrament of Matrimony is a sacred and lifelong commitment. Marriage is a call to a lifestyle that is grounded in the love of God and spent in the service to others to promote the kingdom of God. This document contains the guidelines for weddings at the Church at St. Mary's of the Barrens. Please note that we do not allow weddings on the grounds of the Barrens Seminary, only in the church.

SCHEDULING THE DATE

To inquire about date availability, please contact Dewanna Chappius at 573-768-7012 (calls only, no text) or via email at dlchappius@amm.org. After confirmation of an available date, you will be directed to Fr. Mike Joyce.

Paperwork and payment are coordinated through the local house superior at St. Mary's of the Barrens, Fr. Mike Joyce. The preferred method of contact is by email at mjoyce@vincentian.org. He may also be reached by phone at (573) 547-6533, ext. 257.

Ideally, weddings are scheduled one year in advance, but no less than six (6) months prior. Weddings are scheduled at 6:00 p.m. on Fridays, and on Saturdays at 2:00 p.m. and 6:00 p.m. When choosing a date, keep in mind the liturgical seasons of the Church year since Lent usually tends toward minimal decorations.

The scheduled date is tentative until St. Mary's of the Barrens receives the \$200 deposit check. Once the deposit amount is received, the date then becomes confirmed. If the date of the wedding needs to be cancelled or changed, the parties must contact the office of St. Mary's of the Barrens (see contact information above). The date can be changed to another available date without any additional charge. The body of the Church seats 250 people.

Please make out your check to: **St. Mary's of the Barrens** (in the memo section write "wedding" and your name) and send it ATTN: Rev. Michael Joyce, CM to: 1701 W. St. Joseph Street, Perryville MO 63775

OFFICIAL WITNESS

A couple celebrating their marriage at the Church at St. Mary's of the Barrens must provide their own priest or deacon as the office witness of the marriage. He is also responsible for preparing the couple for marriage according to the policy of the Archdiocese of St. Louis.

If the priest or deacon is not assigned within the Archdiocese of St. Louis, he must submit a letter of good standing from his local ordinary to the superior of St. Mary's of the Barrens, Rev. Michael Joyce, C.M. who will forward a copy to the pastor of St. Vincent's Parish in Perryville. If there are any questions, he can contact the superior at the email address above.

MARRIAGE PREPARATION

Marriage preparation includes the program from the Archdiocese of St. Louis and a session on Natural Family Planning (see Marriage Prep Checklist from the Archdiocese of St. Louis). The couple is responsible for scheduling these dates. The couple will first meet with the priest or deacon who will be witnessing the wedding to learn the marriage preparation process and to complete the pre-nuptial investigation form and the Fully Engaged inventory.

OFFICIAL RECORDING OF MARRIAGE

The marriage will be officially recorded at St. Vincent de Paul Parish in Perryville, Missouri. Please contact the parish office (573) 547-4300) **as soon as possible** after booking your wedding at the Shrine Church to ensure all requirements can be fulfilled for your wedding. All documentation gathered for the preparation such as the prenuptial investigation form, the FOCCUS inventory, the “Fully Engaged” inventory, and certificates for attending other programs must be filed at St. Vincent de Paul Parish in Perryville, Missouri. After your wedding, if you need documentation of your marriage, please contact St. Vincent’s Parish.

All deacons and priests who are not assigned to St. Vincent’s Parish in Perryville. MO need express delegation from the pastor of St. Vincent’s Parish. **Please make sure you tell the priest or deacon witnessing your wedding that the pastor of St. Vincent’s parish in Perryville will only give delegation for your wedding when he has a completed wedding file in his hand.** It won’t be acceptable to bring the file to the wedding itself. They must send the file to the parish ahead of time. He has had problems with trying to track down these files after the wedding. They can send the file to Fr. Joe Geders, C.M., Attn: Wedding File, St. Vincent’s Church, 1010 Rosati Court, Perryville MO 63775. Telephone: (573) 547-4300.

FEES FOR WEDDINGS

A \$200.00 deposit is required. It will be returned in full if the church and dressing room are left clean and in order AND if the other conditions under DRESSING AREAS and ALCOHOL/TOBACCO (see below) are met.

There are two levels of fees for use of the Church of the Assumption. Level One involves only the rehearsal and the celebration of the marriage. The fee for this level is \$1,500.00. Level Two involves the rehearsal, the celebration of the marriage, and the celebration of individual confessions. (The priest who is witnessing the marriage must hear the confessions. St. Mary’s of the Barrens cannot provide confessors.) The fee for Level Two is \$1,700. The fee must be paid **at least 1 month** before the wedding. This fee includes the service of the two wedding assistants.

If the wedding is cancelled prior to the wedding date, the fee will be returned along with the \$200.00 deposit.

If the date of the wedding needs to be cancelled or changed, the parties must contact the office of St. Mary’s of the Barrens (use the contact information above). The date can be changed to another available date without any additional charge.

\$20 is recommended for each altar server. This offering is given directly to the servers. The couple may provide their own altar servers. If you do not have any altar servers to provide, please contact your Church Representative.

The Director of Music will inform you of the fee for music. This fee depends upon whether a group or a cantor sings and who is needed to play various instruments.

Relatives and friends who are musicians or singers are welcome to play. They must work with the Director of Music to determine whether the music is appropriate for a religious celebration. They will also need instruction on how to use musical instruments that belong to the Church.

The couple determines what offering they wish to give to the priest or deacon who will be the official witness.

WEDDING ASSISTANTS

You will be assigned two wedding assistants from the church; one of them will be your main contact person. This person can answer any questions that you might have about this agreement or the use of the Church. The assistant will coordinate the rehearsal for the wedding, as well as be present at the wedding to assist in providing a reverent and joyful celebration.

MUSIC

Music chosen must be liturgically appropriate and pastorally sound for the celebration of the sacrament, so that it emphasizes the religious dimension of marriage. Only sacred music may be used before and during the ceremony. Suitable processions and recessions are appropriate. Music chosen needs to be congruent with the liturgy and help the assembly to pray. All music must be approved by the church's Director of Music, Terry Rousseau. His contact e-mail is: trousseau@svdepaul.org.

REHEARSALS

Rehearsals are held at 6:00 p.m. or 7:00 p.m. (if there is a second wedding on Saturday) the evening before the wedding. Please insist that all members of your wedding party be present and on time. If all are present, rehearsal can be completed within a half-hour. The rehearsal should be done reverently. One half of the deposit will be forfeited if the practice lasts longer than 1 hour.

DECORATIONS

For safety reasons, aisle runners and aisle candles are not permitted. Dropping of flower petals, real or silk, is not allowed in the church. Pew bows may be used if they are tied in a manner that does not scratch the wood (no tape is allowed). Sanctuary furniture, candles, and seasonal decorations may not be moved. No flowers or other decorations are to be placed on top of the altar. Floral arrangements, plants, and candelabra may be used in the sanctuary if they do not block access to, or view of, the ambo (where the readings are done), altar, and presider's chair. A protective placemat is required so that candles do not drip on the altar or floor.

Please ask your florist to remove all decorations, boxes, and trash after the wedding. No rice, birdseed, confetti, or balloons are permitted because they are hazardous to your guests and present clean-up problems.

UNITY CANDLE

The couple may use a unity candle. Please inform the wedding assistant if you will have one at the wedding. Bring it to the rehearsal so that the assistant can place it for the wedding. A protective place mat is required so that candles do not drip on the altar or floor.

DRESSING AREAS

The Labouré Hall in the Visitor's Center may be used before and after the wedding by the bride and bridesmaids. The groom and the groomsmen meet in the sacristy in the rear of the Church. It is helpful to appoint someone to remove all trash, boxes, paper, etc. after the wedding. All rooms must be clean and left in good order and trash removed to receive a total return of the deposit for the wedding. Recycling containers are available. Absolutely no food or drink is allowed in the Church.

ALCOHOL/TOBACCO

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Our campus is alcohol free and tobacco free. No alcoholic beverages are allowed in the church or on the church grounds before, during, or after the rehearsal or wedding. The consumption of alcohol or illegal drugs by the bride, groom, or members of the wedding party will result in the forfeiture of the deposit fee.

PHOTOGRAPHY AND VIDEOGRAPHY

It is understandable that you might want to record the wedding ceremony. It is important that the recording process does not distract members of the congregation from the act of worship. Please ask the wedding assistant to indicate those locations in the church which are most advantageous for videotaping and still photography. This step will prevent the professional you hire from roaming through the Church and interfering with the ceremony. He or she may not enter the sanctuary but may take video or pictures from the side pews. Flash photos taken by your guests must be kept to a minimum to avoid distractions during the ceremony.

The church will be open for the taking of pictures before and after the wedding. The church is available for three hours on the wedding day. It is open one hour prior to the wedding. It is also available for an hour after the ceremony for pictures and clean-up.

RECEIVING LINE

The Church has a small entrance. At the end of the celebration only the bride and groom should receive people at the Church entrance.

PROGRAMS

It is helpful to have a worship program printed for all who come to celebrate the liturgy with you. Having a worship program can also serve as a wonderful memento for you and for all who gather with you on that day. The point of the worship program is to help enable the assembly to pray and participate, especially those who might represent other religious faiths. It is a gesture of hospitality. The program need only include the basic order of the liturgy. It may include the readings from scripture or just the scripture references.

WITNESSES

A minimum of two people is needed to witness your marriage. Please take into consideration the age and duties of the ring bearer, flower girl, and junior attendants before you ask them to participate.

SACRAMENT OF PENANCE

Before entering the sacrament of matrimony, you are encouraged to receive the sacrament of penance. You may receive the sacrament on your own a few weeks prior to your wedding. Please inform the priest who is witnessing your wedding (or deacon) of your needs. Taking time to examine your Christian commitment prior to accepting your new role in the Church as a married person is a wonderful way to experience the healing, forgiveness, and grace Christ offers you. Allow Christ, who took part in the Wedding Feast of Cana, to be present and a part of your preparation, planning, and celebration!

Please note: We reserve the right to refuse any couple for any reason, especially if we judge their ceremony will not speak to the dignity of our holy grounds.

WEDDING ANNIVERSARIES

We do allow the church to be used for wedding anniversaries (such as 25th and 50th). There is a \$200 to use the church for the anniversary Mass. However, for regular weddings we have normally two church assistants present to help make sure everything runs smoothly. For an anniversary celebration, only one assistant would be needed; we would ask for a \$125 stipend for her to be there and help out. The assistant

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makes sure everything runs smoothly, makes sure the presider has hosts/wine/chalices, liturgical books, etc. for the Mass, etc. Just let the person arranging the anniversary know if you wish to use an assistatnt or not. If you use one, kindly pay her directly.