

# **ARCHDIOCESAN REQUIREMENTS**

## **REQUIRED DOCUMENTS FOR MARRIAGE**

*Baptismal Certificate:* A Baptismal Certificate must be issued within six (6) months prior to the wedding for anyone not baptized at Saint Robert Bellarmine Church. Original certificates issued at the time of baptism cannot be accepted for marriage preparation.

*Affidavits of Freedom to Marry:* ( Pre-Marriage Witness Testimony) Couples will be required to submit two(2) affidavits testifying to their freedom to marry. These forms will be given and explained to the couple when they meet with the priest to begin planning their wedding.

*Pre-Nuptial Inquiry:* This is an official record of statistical information and other pertinent material. This inquiry form is filled out with one of the parish priests, usually after the Pre-Marital program is completed. Please contact the parish priest at least two (2) months prior to the wedding to complete the P.N.I.

## **CIVIL REQUIREMENTS**

You must obtain a marriage license through the state of Pennsylvania. The marriage license may be issued by any county in the Archdiocese. The license is valid for sixty (60) days. Additional information for obtaining the license is listed below.

## **MUSIC**

Music selections for the Liturgy must be a religious or sacred nature. There are many beautiful and contemporary pieces available. Popular or secular music would best be reserved for the reception. Contact the Director of Music, Kevin Lutz at [KevinLutz920@yahoo.com](mailto:KevinLutz920@yahoo.com) . The couple is to contact the organist to arrange for appropriate hymns and cantor (soloist).

## **FLOWERS**

Flowers are optional but appropriate. It is not appropriate to remove the flowers from the church after the ceremony. If there are other weddings on the same day, the couples are encouraged to confer with each other and share the cost for common flowers. Nothing (including flowers of any kind) may be thrown in the aisles of the church before, during, or after the wedding.

During Lent, flowers are not appropriate in church. The couple is encouraged to remove them from church when they leave.

Aisle runners are not permitted. They are very flimsy and have proven to be dangerous.

Ribbons, bows, etc., are not to be taped to the pews. You may use elastic to attach things to the pews, but no tape or tacks. Please make your florist aware of these regulations.

## **PHOTOGRAPHS**

Please ask your photographer to consult with the priest before the ceremony begins. Some photographs may be taken during the ceremony. If the bridal party returns to the church for pictures, there is to be quiet and reverence in the presence of the Blessed Sacrament. The pictures taken should be few in number and appropriate for church. Bridal parties must be out of church no later than 3:30 P.M. on Saturday due to confessions.

## **VISITING CLERGY**

Guest priests and clergy of other denominations are always welcome. If the bride or groom are of another denomination and would like their clergyman to participate in the ceremony, they are welcome. Please make arrangements with the parish priest for guest clergy.

## **TIMES FOR MARRIAGES**

Marriages are scheduled on Friday evenings or Saturday mornings and afternoons no later than 2:00 P.M.

## **REHEARSALS**

Rehearsals are conducted by a coordinator assigned by the parish. The coordinators are either Mrs. Nina DeMent or Mrs. Denise Visco.

When a rehearsal date is scheduled, one of the coordinators will be in touch with you concerning the rehearsal specifics. Rehearsals will begin promptly at the time scheduled, so please be sure all members of the wedding party are on time.

Please ask all those attending the wedding rehearsal to be dressed appropriately for church.

## **CONFESSIONS**

We encourage all Catholics preparing for marriage to make use of the Sacrament of Reconciliation. Confessions are heard at St. Robert's on Saturday, 3:30 – 4:30 P.M.

## **LITURGY**

You will be given a book and selection sheet to plan your wedding liturgy.

If you choose people to do the Scripture Readings, they must be old enough and capable of reading clearly. The readers should be given their readings in advance to practice. Readers should attend the rehearsal, not to practice the readings, but to know when to read and what to do.

When choosing readers, keep in mind that your readers must be Catholic, if your wedding takes place during a Mass. If your wedding is a ceremony, your readers may be of other faiths.

## **ADDITIONAL INFORMATION**

### **CHURCH FEES:**

The following should be submitted to the parish office two weeks before the scheduled wedding:

- Marriage License
- Planning Sheet for the Liturgy
- Church Offering: IN CASH
  - Parishioners \$350.00
  - Non-Parishioners \$500.00
- Organist: \$175.00
- Cantor (Soloist): \$125.00
- Altar Servers (2) – \$20.00 each (if you wish to request altar servers make this known to the priest when you first obtain your date.)
- Wedding Coordinator – \$ 75.00
- Sacristan – \$25.00

### **PLEASE: NO RICE, BIRD SEED, CONFETTI**

These are environmentally dangerous, as well as unsightly and a problem which many times invite pests who are a church problem long after the wedding.

### **PARISH REGISTRATION**

Be sure to register in your new parish as soon as possible. If you will be living in Saint Robert Bellarmine Parish, please come in as soon as possible to register as a married couple. Once you are married, you are removed from the parish files, unless you re-register as a couple.

### **UNITY CANDLE/WEDDING CANDLE**

According to the Directives from the Archdiocese of Philadelphia received from Rome, the Unity or Wedding Candle is to be discontinued as part of the Nuptial Mass or Wedding Ceremony therefore the Unity or Wedding Candle is no longer permitted here at Saint Robert Bellarmine Church. It would be appropriate to include the Unity or Wedding Candle as part of the rituals celebrated at the reception.

## **Marriage License Information – Bucks County**

Marriage in Pennsylvania

A male and female applicant must appear together in person either at the Bucks County Court House in Doylestown any weekday between the hours of 8:00 a.m. and 4:30 p.m. or at the office of a Bucks County District Justice. For your added convenience our Courthouse office remains open, for Bucks County residents, the 1st and 3rd Wednesday of each month until 7:30 p.m. On these “convenience” evenings, you are asked to enter the Courthouse through the Court Street entrance. Should you have any question, you may reach them Monday through Friday between 8:00 a.m. and 4:30 p.m. by telephone:

Direct Line	215-348-6271
Lower Bucks County	215-946-8900 or 215-355-7497
Upper Bucks County	215-536-4680
Email address	<a href="mailto:orphanscourt@co.bucks.pa.us">orphanscourt@co.bucks.pa.us</a>