



WEDDING POLICY

OUR LADY OF PROMPT SUCCOR

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New Iberia, LA 70560



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Congratulations on your engagement! The Church shares the joy you feel and, like a wise mother, wishes you to understand well the action you are to perform on the day of your wedding, so that you may worthily receive this sacrament of which you are the ministers.

Marriage is a sacred institution: God Himself established it when He placed our First Parents in Paradise in the Garden of Eden. It became more sacred still when our Lord Jesus Christ made the marriage of Christians a sacrament at the Wedding Feast in Cana, symbolizing the union between Him and his Bride, the Church. By this sacrament, as the Church teaches, “natural married love is perfected, the unbreakable unity of marriage is secured and the married partners are sanctified.”

The mutual fidelity of husband and wife is the glory of Christian marriage. By keeping the vows faithfully which you will pledge on the day of your wedding, you will bear witness to Christ, the source of your strength, so that men “may see your good works and glorify your Father who is in heaven (Mt. 5:16).”

Now these great blessings of the married state bring with them serious obligations for the husband and wife and towards their children. Children are a gift of God, a consolation to their parents but also a serious responsibility. If it should be the will of God to bestow so great a treasure on you, it will be your duty and privilege to bring them up as good citizens of this world and worthy members of the Mystical Body of Christ, so that they may one day inherit his kingdom in heaven.

To help you to fulfill these duties you will have all your life long the abiding grace of matrimony. It will enrich your love for each other. It will enlighten and strengthen the husband to be the head of this new Christian home and the wife to be its loving heart.

May the peace of Christ ever dwell in your home; may the angels of God protect it and may the Holy Family of Nazareth be its model and inspiration.

PROCESS

In order to schedule a wedding at Our Lady of Prompt Succor Church, the couple must call the parish secretary so as to receive the wedding guidelines. These guidelines include information on Church and civil requirements, ceremonial information and an acknowledgement that the couple will abide by these guidelines.

After the acceptance of these guidelines, you must schedule an appointment with the priest or deacon who will witness the wedding vows so as to begin the process. The bishops within the State of Louisiana require that at the time a wedding is scheduled the first meeting with the celebrant must occur at least **six months prior to the wedding date**.

At the initial meeting the following will take place:

- 1) The Pre-Nuptial Inquiry which begins the process of obtaining statistical information from the couple and confirms the desired wedding and rehearsal dates.
- 2) PREPARE/ENRICH assessment which is used to assess areas in which the couple might need to focus as they prepare for the Sacrament of Matrimony and life together as husband and wife and as parents. The optional fee for this assessment is \$40.

- 3) Schedule a marriage preparation program which is required by the Diocese of Lafayette. More information about the choices is given during this initial meeting.
- 4) Schedule Natural Family Planning classes. These classes meet once a month over a three month period. A schedule of classes is given to the couple at the initial meeting. There is a fee for participation in this program.
- 5) Information about the mandatory and approved marriage preparation programs offered by the Diocese of Lafayette will be given
- 6) Attend a final meeting with the priest or deacon to choose readings for the liturgy and make final preparations for the wedding day.

ROMAN CATHOLIC CHURCH REQUIREMENTS

You must choose one of the following programs offered by the Diocese of Lafayette.

1) Catholic Engaged Encounter is a weekend experience designed to prepare each couple for their years of married life together. The cost is \$200 for both parties and includes lodging and meals for the weekend. A deposit of \$100 is required with registration form sent in by the parish staff. Registration is required at least one month prior to the weekend chosen by the couple.

2) Foundations course is a two-day marriage preparation experience which is presented by trained married couples and a priest or deacon. The mandatory life skills portion is one full day and the Optional Theological Portion is presented on another full day. The cost for both parts is \$150.00; if only the mandatory portion is taken the cost is \$100.00 and fees are non-refundable. Payment of the fee is required with registration form sent in by the parish secretary. Registration should be received as soon as possible as classes fill up quickly.

3) Second Union Option is presented on certain Mandatory Life Skills dates. It is specifically designed to give couples entering a second marriage the opportunity to address their needs which are unique, because one or both were previously married, and that former relationship ended with death or divorce.

4) On-Line Marriage Preparation is a program that is only approved for those couples who have a serious reason why they cannot attend one of the face-to-face programs.

You must attend Natural Family Planning Classes

These classes are designed to completely familiarize the engaged couple with the principles and practices of Natural Family Planning.

This three-part series extends over three months and is taught by certified Natural Family Planning teachers. Couples are encouraged to begin this class as early as possible in the marriage preparation. A fee is charged for participation in this program.

Mixed Religion Couples

The priest assisting a couple preparing for marriage has the faculty to grant permission for a Catholic who is preparing for marriage to marry a baptized non-Catholic (Protestant). However, dispensation is required for marriages to non-baptized individuals. The priest or deacon assisting couples in preparation will obtain this dispensation for the couple through the Diocese of Lafayette.

The non-Catholic party is to be informed at an appropriate time about the promises which the Catholic party is to make, including their promises to live the Faith and to encourage baptism and education of the children according to the traditions of the Roman Catholic Church.

Marriages involving only one Catholic party are always celebrated outside of Mass which includes Service of the Word with the public Exchange of Consent.

Guidelines for the Ceremony

The Wedding Liturgy must always take place in church. The ceremony normally takes place on Friday evenings between 6:00 p.m. and 7:00 p.m. or on Saturdays mornings from 10:00 a.m. to 12:00 p.m. or on Saturday evenings from 6:00 to 7:00 p.m. For Saturday morning weddings, all activity must conclude by 1:00 p.m. to allow for preparation for regularly scheduled Saturday Confessions and Mass. Weddings scheduled on Saturday evenings do not have the option of having a ceremony within the context of Mass. No decorations for the ceremony may be brought into church before 5:00 p.m. on the day of the wedding. However, it may be possible to bring flowers for the sanctuary before 2:00 p.m. No weddings may take place on Sundays or during the Easter Triduum. The couple will choose Scripture readings in consultation with the celebrant and/or wedding coordinator. If a wedding is celebrated on certain solemnities, the readings of the day must be used. Sacred music must be chosen in consultation with the celebrant and/or coordinator. Couples may choose for the Rite of Marriage to be celebrated by either a priest or deacon. Since it is not part of the Rite of Marriage, it is not permitted to use a Unity Candle. It may be used at the wedding reception. The bride and groom and members of the wedding party must refrain from the consumption of any alcohol or drugs prior to the wedding ceremony. Failure to comply with this stipulation risks cancellation of the wedding ceremony. The celebrant of the marriage ceremony, under the direction of the pastor, reserves the right to prohibit participation by anyone who is under the influence of drugs or alcohol. Drug or alcohol consumption by the bride or groom constitutes a diminished capacity to give full consent to the wedding vows. If the bride or groom or members of the wedding party arrive under the influence of drugs or alcohol the wedding will be postponed.

If you want a **Visiting Priest or Deacon** to Celebrate your wedding, we can make it happen! These are the things we will need to make it happen:

- Receives delegation from the Pastor of Our Lady of Prompt Succor Church as soon as possible.
- Abides by parish policies found in this booklet.
- Secures and fills out all the necessary paperwork for wedding preparation.
- Provides proper pre-marriage instruction for the couple.
- Ensures that the necessary paperwork is delivered to the parish office at least two weeks prior to the date of the wedding.
- Is invited to conduct the wedding rehearsal.
- If the priest or deacon is not assigned to ministry within this Diocese, he must present to the pastor right after the wedding is scheduled, the Testimonial of Suitability for Priestly Ministry form utilized by his Diocese.
- If the priest or deacon is not from the State of Louisiana, he must contact the Clerk of Court's office to register as an official for marriage in this state.

Church Documents Required

- Recent Baptismal Certificates — These certificates for the bride and groom are obtained from the church of their baptism. These certificates must contain the proper notations regarding sacramental history along with the church seal. These certificates are required for the initial meeting.
- Letter of Permission — If neither the bride nor groom are registered parishioners or live within the geographic boundaries of Our Lady of Prompt Succor Parish, then a letter of permission from the proper pastor of the bride and groom is needed before the process of marriage preparation can begin.
- Marriage License — Bring to the wedding rehearsal after obtaining from the Clerk of Court.
- Wedding Liturgy Worksheet — Complete the extra copy of the Wedding Liturgy Worksheet and bring to the parish office at least two weeks before the wedding.

Witnesses Required

Two witnesses who are at least 18 years of age (best man and maid or matron of honor) are required.

Fees

Non-Parishioners — \$600

Non-residents originally from Coteau — \$200

These fees are certainly negotiable. If for whatever reason you feel that this fee would be especially difficult to pay, we can either eliminate the fee entirely or reduce it. Just know that this fee goes toward paying for the cost for the various expenditures that will be accrued during the wedding including utilities and insurance.

CIVIL REQUIREMENTS

The State of Louisiana requires that a Marriage License be obtained from the Clerk of Court's office at the parish courthouse. The fee for the license is set by the Clerk's office.

Age

In the State of Louisiana, marriage is a civil contract. To be able to enter into a contract an individual must have reached the age of majority, which is 18 years of age. If either party to the marriage is 16 or 17 years of age, parental consent is required in order to obtain a license. If either party is under the age of 16, a court order is required to obtain a license.

Civil Documents Needed

Certified copy of Birth Certificate for each party or a waiver signed by a judge (district or city) or justice of the peace and Social Security numbers for each party are needed. It not is required that both parties apply for the license; however, identification for both parties must be provided by whoever comes in to apply for the Marriage License. If either party was previously married, proof of how the marriage ended, i.e., divorce judgment or death certificate is required.

Waiting Period

A 72 hour waiting period between the issuance of the license and the actual celebration of the ceremony must be observed. If the license is issued in less time than the 72 hour waiting period, then a waiver must be obtained by the couple. The marriage license is void after 30 days from the date of issuance and no authorized person shall perform a marriage between parties whose license has expired. It is recommended that you apply for and receive your license two weeks before the actual date of your wedding.

Witnesses/Signatures

Two witnesses who must be at least 18 years of age are required. The license is signed by the bride, groom and witnesses at the rehearsal. The license is signed by the celebrant (priest or deacon) on the day of the wedding. The original license is sent back to the Clerk of Court by the church secretary.

OUR LADY OF PROMPT SUCCOR PARISH REQUIREMENTS

The following information regarding the wedding ceremony and the celebration of the Sacrament of Marriage is intended to be helpful in planning.

Sacrament of Penance

All Catholics are urged to make a good confession as close to the wedding day as possible as preparation for marriage. Regular confession schedules are published in the bulletin. Individual confessions may be heard by appointment.

Liturgy of the Word

The couple may choose scripture readings from the official list below in consultation with the celebrant. If the wedding takes place on certain solemnities, the readings of the day must be used. The couple may choose readers to proclaim the Sacred Scriptures at the ceremony. Readers should be individuals who already function as readers in a Catholic Church parish and trained in the proclamation of the Word of God. Liturgical guidelines require that only practicing Catholics are permitted to proclaim the Word of God when celebrating rites of the church. Lectors should be dressed appropriately for the occasion; men in suit/tie and women modestly dressed. The Gospel is always proclaimed by a deacon or priest.

First Reading (Old Testament)

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| 1. Genesis 1:26-28,31a → | Creation of Man & Woman |
| 2. Genesis 2:18-24 → | Two in One Flesh |
| 3. Sirach 26:1-4, 13-16 → | A Really Good Wife |
| 4. Genesis 24:48-51, 58-67 → | Isaac Loved Rebekkah |
| 5. Tobit 7:6-14 → | God Joins You Together |
| 6. Jeremiah 31:31-32a, 33-34a → | Make a New Covenant |
| 7. Tobit 8:4b-8 → | God Bring us to Old Age Together |
| 8. Song of Songs 2:8-10, 14, 16a, 8:6-7a → | Love is as Strong as Death |
| 9. Proverbs 31:10-13, 19-20, 30-31 → | Worthy Wife |

Responsorial Psalm

1. Psalm 33:12,18,20-21,22
2. Psalm 34:2-3,4-5,6-7,8-9
3. Psalm 103:1-2,8,13,17-18a
4. Psalm 112:1bc-2,3-4,5-7a,7b-8,9
5. Psalm 128:1-2,3,4-5
6. Psalm 145:8-9,10,15,17-18

7. Psalm 148:1-2,3-4,9-10,11-13a,13c-14a

Second Reading (New Testament)

1. Romans 8:31b-35,37-39 →	Who Will Separate Us From Christ's Love
2. Romans 12:1-2,9-18 →	Offer Your Bodies to God
3. I Corinthians 6:13c-15a,17-20 →	Body is a Temple of the Spirit
4. I Corinthians 12:31-13:8a →	Love is Patient
5. Ephesians 5:2a,21-33 →	Mystery of Marriage
6. Colossians 3:12-17 →	Live in Love and Thanksgiving
7. I Peter 3:1-9 →	Be of One Mind, Compassionate
8. I John 3:18-24 →	Love in Deed and Truth
9. I John 4:7-12 →	God is Love and Lives in Us
10. Revelation 19:1,5-9 →	A Wedding Feast
11. Romans 15:1b-3a,5-7,13 →	Welcome One Another
12. Philippians 4:4-9 →	God of Peace Be With You
13. Hebrews 13:1-4a,5-6a →	Marriage Held in Honor by All

Gospel

1. Matthew 5:1-12a →	The Beatitudes
2. Matthew 5:13-16 →	You are the Light of the World
3. Matthew 7:21,24-29 →	The House Built on a Rock
4. Matthew 19:3-6 →	What God Has United, Man Must Not Divide
5. Matthew 22:35-40 →	Love, the Greatest Commandment
6. Mark 10:6-9 →	The Two Become One Body
7. John 2:1-11 →	Wedding at Cana
8. John 15:9-12 →	Keep My Commandments
9. John 15:12-16 →	Love One Another As I Have Loved You
10. John 17:20-26 →	May Be Completely One

Wedding Rehearsal

Usually takes place within days of the wedding. Rehearsals begin at 6:00 p.m. or 6:30 p.m. (in the case of two different rehearsals). All participants must be on time, orderly and ready to begin. Members of the wedding party should act with dignity and dress appropriately. The rehearsal will last approximately 45 minutes. Members of the wedding party, including those reading at the ceremony should attend.

Flowers and Other Decor

Flowers form an important part of Church decor and celebration. They also draw attention to the liturgical season. For a wedding scheduled on Saturday evening, no decorations may be

brought into church prior to 5:00 p.m. No florist may work in the church prior to 5:00 p.m. on a Saturday due to confessions and Mass. Furniture may never be removed or rearranged at any time by those decorating for the wedding. Florists ordinarily handle flowers for the sanctuary, bouquets, boutonniere and corsages, and any extra candelabra. A unity candle is never allowed in the wedding ceremony. It is allowed at the reception.

Fresh flower arrangements may be placed in the sanctuary. If flower arrangements will be left in church after the wedding, please notify the parish office before the wedding. During the seasons of Lent and Advent, any flowers or greenery must be removed immediately following the ceremony. If the flowers are removed after the ceremony, the couple's families are responsible for the removal of flower arrangements and for the cleanup. Flowers may be brought by the bride and groom to the statue of Mary at the end of the ceremony. If pew decorations are used, they are to be attached to the pew with rubber bands, ribbons, pipe cleaners, or elastic only — **the use of tape, wire, plastic hooks, or tacks is prohibited.** Due to insurance restrictions, aisle runners are not allowed. Due to insurance restrictions, the use of rice, flowers petals or bubbles (inside or outside of church) is not allowed. Because of the special nature of the Christmas season (from the week of Christmas until the Feast of the Baptism of the Lord) and the Easter season (from Easter Sunday until Pentecost), Our Lady of Prompt Succor Parish is solely responsible for decorating the church and no other sanctuary decorations may be added. Small additions to the already existing Christmas and Easter decorations, such as pew bows and candelabra in the center aisle may be permitted but permission must be obtained. If candelabra are used, chase candle tubes or globes must be used; open, uncovered candles are never allowed. Any request for the use of candelabra in the center aisle must be approved through the parish office.

Photography/Videography

The photographer/videographer is merely the recorder of the wedding, and not part of the ceremony. Movement by the photographer/ videographer should not distract from the ceremony. The photographer/videographer must never ascend the steps and enter the sanctuary. The photographer/videographer should dress in a way appropriate to the occasion with reverence befitting the house of God. No extra lights are to be brought into the church until after the ceremony. If the celebrant of the wedding is Fr. Harrington, he will certainly be available for pictures immediately after the ceremony. His only request is that he goes first so that he can get out of everybody else's way. If extension cords are needed, the photographer/videographer must provide their own. All camera equipment and accessories are to be removed immediately after the ceremony. If there are any questions regarding this policy, the photographer/videographer should schedule a meeting with the parish secretary and/or coordinator. During the reciting of vows and exchange of rings, pictures should be taken from the center aisle as the couple faces each other. For a Saturday evening wedding, the arrival of the bridal party and the delivery of decorations may not be scheduled until 5:00 p.m. or later. The couple should make arrangements with the parish office if pictures will be taken on church grounds before the ceremony. Any pictures taken on the church grounds after a Saturday afternoon wedding must be completed by 1:30 p.m. Any photographs taken in church must reflect a respect for the worship space and the presence of the Blessed Sacrament. Please note that funerals often need to be scheduled on the same day as

weddings and advance notice is not possible. Furniture may not be removed or rearranged by the photographer/videographer.

MUSIC FOR YOUR WEDDING

Basic steps involved in planning music for your wedding

1. Read through the information provided.
2. Contact the parish office before making any plans involving music or musicians. You should confirm your musicians at least five months before your wedding. That means contacting them regarding availability and securing their service with payment in full or a down payment.
3. Select your music using this planner.
4. If you have a vocalist, consult with that person to select songs from the pre-approved list provided.
5. Complete the Your Music Selections sheet and mail it to the parish offices (2409 Coteau Rd., New Iberia, LA 70560) or e-mail it to the attention of the parish secretary for final approval.

Musicians

We are happy to assist you in finding quality instrumentalists and vocalists for your ceremony. Please do not engage any musicians for your wedding before consulting with the parish office.

Music Selections

A wedding is a worship service – worship and praise of God Who calls two people together in the sacramental union of marriage. The music for the ceremony must be chosen with great care. The words, images, and music should enable those present to join with the bride and groom in praising God and asking His blessing on the union. Vocal music at weddings must be based on sacred texts. Just as secular (popular) music is inappropriate for a Sunday Mass, it is not permitted at weddings. There is a wealth of fine sacred music available, and we are happy to help you in making those selections.

Musician Fees

Musician's fees vary greatly depending on the complexity of the ensemble desired. Basically, the more musicians present, the more work is entailed.

Frequently Asked Questions

May I hire any musician I wish to play an instrument (other than organ) or sing for the wedding?

Under most circumstances, yes. However, you must consult with the parish offices before engaging any musicians. It is our privilege to guide you as to which musicians have consistently done good work. We would be more aware of musicians who tend to show up unprepared.

Will there be a music rehearsal?

If you hire musicians who are not recommended by the parish, it is likely that they will need a rehearsal. The music rehearsal is not at the same time as the wedding rehearsal. Please keep in mind that the musicians we will recommend are experienced and will not require a rehearsal.

Why are there all of these policies and procedures?

Our Lady of Prompt Succor Parish wishes to insure the integrity of all liturgies held in our church. The Sacrament of Matrimony is no exception. You will find that following our procedures will lead to a joyous, prayerful, and smooth-flowing wedding ceremony. Trust us, we've done this a thousand times and have found that these policies are tried and true.

WORKSHEETS

Your Music Selections should be sent in by mail or email to the parish office and coordinator once you have decided on music selections but no later than 30 days before the wedding.

Baptism Certificates for Bride & Groom with notations obtained from their church of baptism must be provided at one of the meetings with the celebrant.

The Wedding Liturgy Worksheet should be returned to the parish office at least two weeks before the wedding.

The Marriage License obtained from the Clerk of Court should be brought to the wedding rehearsal.

Bride _____

Telephone number _____

Groom _____

Telephone number _____

Wedding Date _____ Time _____

Rehearsal Date _____ Time _____

Priest or Deacon _____

Number of Expected Guests _____

YOUR MUSIC SELECTIONS

Music Preludes

Grandmothers'/Mothers' Procession Music

Total number of grandmothers/mothers to be escorted _____

Attendants' Procession Music

Total number of bride's maids, junior maids, children _____

Bride's Procession Music

Responsorial Psalm Music

Communion Music

Presentation of Flowers Music (Optional)

Recessional Music

THE WEDDING LITURGY WORKSHEET

Florist _____

Where will flowers be placed? _____

Miscellaneous (permission must be given)

Candelabra/Other _____

Name of Bride's Mother/Grandmother(s) (Bride):

Name of accompanying escort:

Name of Groom's Mother/Grandmother(s)

Name of accompanying escort

Name of Best Man

Name of Maid/Matron of Honor

Names of Groomsmen:

Names of Bridesmaids:

Name(s) of Flower Girl/Ring Bearer:

It is recommended that these individuals be of an age capable of fulfilling their roles.

Name(s) of Accompanying Escort

Names of Ushers

They assist the congregation and seats them together.

Liturgy of the Word

First Reading

Chapter & Verse _____

Responsorial Psalm

Psalm Number _____

Second Reading (optional)

Chapter & Verse _____

Gospel (always read by the priest or deacon)

Chapter & Verse _____

Lectors

Proclaim the readings. These people should already serve as lectors in their Catholic parish.

Name(s) of Lector and the Reading that they will do:

Concluding Rites

Flowers at statue of Mary yes no

Flowers to Mothers yes no

This form and the Marriage License should be brought to the wedding rehearsal.