

ST. MARY'S ABBEY

Wedding Guidelines

We welcome engaged couples and thank you for choosing to celebrate the Sacrament of Matrimony here at St. Mary's Abbey Church. We offer the following guidelines.

1. The [registration form](#) is to be submitted to abbey administrative assistant, Mrs. Karen Schiner, as soon as possible to reserve the date of your wedding. Upon receipt of this registration form, the Abbey Church will be reserved for you. You can reach Karen at (973) 538-3235, or at kschiner@delbarton.org.
2. You are expected to comply with the *Common Policy* for Catholic weddings in the five dioceses of New Jersey. A record of your marriage is kept at St. Margaret of Scotland Church, Morristown. For validity, the priest or deacon officiating is to obtain sub-delegation from the rector of the abbey church.
3. The times available for weddings are:
 - a. no later than 10:00 a.m. or earlier than 12:30 a.m.
 - b. no later than 3:00 p.m.
4. Rehearsal times:
 - a. afternoons until 4:30 p.m.
 - b. evenings between 6:00 and 8:00 p.m.
5. All flower and plant arrangements are to be tastefully done. You can be in touch with the abbey church environment coordinator if you have any questions. Decorations at the end of the pews may be fastened with rubber bands or ribbons only. No tape, tacks, plastic brackets or staples, please.
6. All music arrangements are coordinated by the Abbey Principal Organist, Mr. Robert Long. He can hire additional musicians or vocalists for an additional fee. You can contact Mr. Long by phone at (570) 872-7334 or by [e-mail](#). A stipend of \$250 is made payable to the organist. The cantor receives \$200.
7. Photographers and videographers are asked to be thoughtful and considerate throughout the wedding ceremony. At no time may they enter the sanctuary. They should meet with the celebrant prior to the liturgy.
8. The PA for the Abbey Church will be monitored by the sacristan. Lectors and cantors should be present for the rehearsal to familiarize themselves with the system. Live streaming is available; let the sacristan know. A cordless microphone is available.
9. A donation of \$500 minimum (payable to *Saint Mary's Abbey*) is required for the use of the Abbey Church. Ideally this is paid when reserving the date. A donation of \$50 is required for the sacristan. The honorarium for the priest is separate from the church fee and should be given directly to the celebrant of the wedding.
10. Runners are not permitted.
11. The following practical concerns are brought to your attention:
12. Birdseed or bubbles (not confetti, rice, or flower petals) may be used outside the church only.

- a. Candles and balloons are prohibited.
 - b. Kindly do not rearrange the sanctuary furniture. Chairs for the bride/groom and witnesses will be provided by the sacristan.
 - c. The main entrance of the abbey church is AD- compliant. There is limited handicap parking available in front of Vincent House.
 - d. Restrooms are located behind the organ near the west doors of the abbey church.
 - e. The use of alcoholic beverages is absolutely forbidden in or around the abbey church or grounds.
13. All are reminded this is a monastery and should act accordingly. No smoking, eating, drinking or loud noise is permitted.

Revised July 2025.