



C h u r c h

W e d d i n g P o l i c i e s



Church Wedding Policies

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CONGRATULATIONS!

We are happy you have chosen to be married in the Catholic Church and at St. Gabriel, and look forward to helping you plan for a wonderful wedding day. Our approach at St. Gabriel is one of excitement about your wedding day, but also one of investment in your marriage. We are here to support you as you plan your wedding day, but our primary calling is to support you in your married life, and we look forward to providing you with that care and encouragement in the coming years.

The Sacrament of Marriage is first and foremost a service of worship, and is one of the happiest and holiest moments in life. As two Christian people join their lives to establish a Christian home, the Church rejoices with them and is eager to help make the occasion of the wedding beautiful and memorable. It is not necessary for a wedding to be elaborate in order to be beautiful. The true beauty lies in the spirit and attitude of those who take part – their sincerity and deep devotion to each other.

The purpose of this document is to guide and assist you as you begin preparations for your wedding. The Catholic Church and St. Gabriel observe a number of customs and procedures for you to keep in mind as you make your plans.

Please note that wedding reservations should not be considered confirmed until you have:

1. paid the reservation/usage fee,
2. read the policy document in full,
3. signed and returned the Agreement on page 17 of this document, and
4. received a confirmation email from our parish office.

On page 18 of this document, you will find names and contact information for everyone here at St. Gabriel who will help prepare you for marriage and assist with your wedding day. We look forward to helping you, and wish you a wonderful, blessed life together!

The policies outlined in this document pertain to weddings held in the main church sanctuary. A separate set of policies apply to weddings held in the St. Gabriel chapel. Please be sure you are referring to the correct document as you make your plans.

WEDDING ATTIRE

As you prepare for your wedding, choosing your gown and your bridesmaids' dresses can be one of the most exciting things on your to-do list. Please keep in mind that modesty is appropriate for Catholic weddings, for both the bride and her attendants. While some current fashion trends may be attractive, they may not be modest. We kindly ask that you respect our church and this sacrament as you make your dress selections. Please direct any questions about wedding attire to your Wedding Coordinator.

WEDDING COORDINATORS

St. Gabriel provides Wedding Coordinators to assist the bride, the groom, and their families, as well as the priest or deacon. We require a Wedding Coordinator from the church for every wedding scheduled in the church sanctuary. We also require a Wedding Coordinator for a wedding in the chapel if the celebrant is a visiting priest or deacon, if there will be a rehearsal, and/or if the bride is using the Family Room prior to the wedding. Our Wedding Coordinator will direct your wedding for a reasonable fee.

Coordinators are notified of each wedding as it is scheduled, but it is still wise to check with yours promptly, especially if you have questions about customs and procedures at St. Gabriel.

The Wedding Coordinator will meet with the bride after the wedding date has been confirmed to discuss use of the facilities and details of the ceremony, including time frames, vendors, attire, seating, duties and placement of attendants, etc.

The Wedding Coordinator also will help with your wedding program. If you are planning to have a printed wedding program for your guests, please be sure to furnish your Wedding Coordinator with a copy for proofreading **before** it is printed. The program must be approved by your Wedding Coordinator.

The Wedding Coordinator will conduct and choreograph the rehearsal in conjunction with the priest or deacon. On your wedding day, she will be there to unlock and set up the church, receive deliveries, confer with musicians and photographers, instruct the ushers, pin on flowers, organize the processional, handle emergencies and late guests, and oversee cleanup.

CLERGY

If you have not already done so, please inform the Associate Director of Pastoral Care whom you wish to officiate at your wedding. It is important to place your wedding date on your preferred clergy member's calendar as early as possible.

If a visiting priest or deacon will perform your wedding ceremony, or will be present to assist our clergy or concelebrate, please let us know that as well. Please provide the name, church, address, and telephone number of the visiting priest or deacon. Visiting priests and deacons must provide a letter of good standing from their diocese or order at least 60 days in advance of the wedding date. Letters of good standing should be sent to:

Chancery Office
Diocese of Charlotte
1123 South Church Street
Charlotte, North Carolina 28203

SCRIPTURE

Scripture readings for the ceremony should be chosen by the couple together and discussed with the priest or deacon. He will provide you with a copy of Together for Life, a booklet that contains all Scripture from which you may choose.

The Scripture readings you select will assist you in planning the music for your wedding. Be sure to share the Scripture information with the Director of Worship when you meet with her to select your wedding music.

MUSIC

Music in the church is an expression of worship. All music, vocal or instrumental, should enable everyone present to celebrate the sacrament of marriage in prayer and song. The Director of Worship is available to assist in a creative and appropriate selection of music.

When your wedding date is confirmed, the Director of Worship will be notified to add the date to her calendar. Please contact her to schedule an appointment after you have chosen the Scripture readings for your wedding ceremony, preferably at least five months before your wedding date.

The Director of Worship will arrange for an organist or pianist. Special arrangements for vocalists and/or other musicians should be discussed with her. She also can provide you with a list of soloists who are part of the St. Gabriel music ministry. Please advise her as soon as possible if you would like a soloist or other singers from our music ministry, so she can be sure your date is on their calendars.

If you wish to hire instrumentalists, soloists, or other musicians who are not a part of the St. Gabriel music ministry, please let the Director of Worship know as soon as possible. She will need copies of the music they will perform, in the correct key and with appropriate accompaniment, well in advance of the wedding date. Rehearsal times with the church organist will be arranged as needed. Fees for all musicians are paid directly to the musicians by the bride and groom and are not set by the church.

Please note that the church organist and other musicians do not attend the evening wedding rehearsal. Please also note that neither pre-recorded nor secular music can be a part of the sacrament of marriage.

FRESH WEDDING FLOWERS

All flowers and decorations at St. Gabriel Catholic Church should reflect simplicity in order to preserve the proper atmosphere of reverence and dignified beauty. Brides and grooms are permitted to purchase fresh wedding flowers. Wedding flowers are allowed in the following locations:

- (*) One floor arrangement in front of the altar (not exceeding 40" in height)
- (*) One floor arrangement in front of the ambo/lectern (not exceeding 40" in height)
- (*) One table arrangement on top of the ambo/lectern (not exceeding 11" in height)
- (*) Two urn filler arrangements on each side of the tabernacle
- (*) One bouquet to be offered to our mother Mary during the ceremony
- Pew markers, quantity determined by the bride and groom
- Two arrangements in vases at the rear of the sanctuary
- Arrangements in the narthex/lobby for guest book table, etc., quantity determined by the bride and groom

The bride and groom can elect to purchase all or any combination of the items listed above. It is the policy of St. Gabriel that all arrangements placed on the altar, the items noted above with (*), will remain on the altar after the ceremony and will be considered a gift to God in thanksgiving for the marriage. All flowers in other locations can be taken from the church after the ceremony and reused at the reception.

All wedding flowers placed on the altar must be purchased from our **exclusive floral vendor**. This is a local florist (not a St. Gabriel volunteer) that St. Gabriel has been working with for more than four years. This florist also can provide bouquets, boutonnieres, reception flowers, etc. On your wedding day, St. Gabriel will receive your floral order and work with the florist to make sure all items are properly placed in the church. Supplemental flowers and/or artificial floral arrangements are not permitted.

If the bride and groom elect to not purchase any wedding flowers, St. Gabriel will work with the bride and groom to try to make sure that any church-provided flowers and decorations on the altar do not clash with the wedding colors. Please be cautioned that your wedding date may fall on a holy day in which certain flower colors are associated (example: on Pentecost, we display red, orange, and yellow). If your wedding date falls on one of these holy days, St. Gabriel may not be able to complement your wedding colors. Please refer to the St. Gabriel Flower/Altar Decoration Guide calendar for details.

Please be cautioned that your wedding date may fall within a liturgical season in which we display seasonal flowers and/or decorations (examples: lilies during Easter, fresh evergreens during Advent, red poinsettias during Christmas). It is the policy of St. Gabriel that these seasonal flowers and decorations may not be moved or removed from the altar. Please refer to the St. Gabriel Flower/Altar Decoration Guide calendar.

Please be cautioned that your wedding date may fall within Lent in which we display no flowers but only bare branches and wheat in the locations where we normally display flowers during the rest of the liturgical year. At your request, we can remove these Lenten displays if the bride and groom elect to purchase wedding flowers.

Where to start with wedding flower planning:

- After you secure your wedding date, and **no later than 6 months** prior to your wedding date, contact our altar decorations volunteer Michelle Whitaker at michelle@stgabrielchurch.org to schedule a meeting at the church.
- At this meeting, Michelle can provide more detailed flower information, pricing, and photographs of what other brides have done at St. Gabriel.
- After this meeting, email Michelle to let her know whether or not you will purchase fresh wedding flowers.
- All decisions/purchases must be made **no later than 4 months** prior to your wedding date.

PEW DECORATIONS

St. Gabriel can provide simple pew bows made of white tulle with a silver accent piece. If the bride and groom choose to use our pew decorations, the Wedding Coordinator will place them before the ceremony and remove them afterward. If the bride and groom choose to provide their own pew decorations, we ask that they make arrangements to have them placed before the ceremony and removed afterward.

Pew decorations may be attached only with pew clips, chenille pipe cleaners, ribbon, or plastic-coated florist wire. No nails, pins, tape, tacks, staples, putty, or any other adhesive may be used on the pews, walls, and furnishings. Candles and shedding greenery may not be placed on the pews. The bride and groom are held fully responsible for any damage to the pews or other furnishings as a result of non-compliance with this policy.

CANDLES AND ADDITIONAL DECORATIONS

Standard altar candles will be lit prior to the ceremony. No additional candles or candelabra are permitted.

The following additional items are available for your use:

- Double wedding kneeler
- Table in the narthex for a guest book

Due to insurance and liability issues and in the interest of safety, time, and maintenance, the following are not permitted inside or outside the church building:

- Aisle runner or cloth
- Decorations of any kind in the aisles
- Flower petals (silk or live) scattered by flower girls
- Receiving lines after the ceremony if there will be photos taken in the church after the ceremony
- Rice, birdseed, or any other material tossed in the path of the couple
- Sparklers, balloons, glitter, or bubbles

Please note that the bride and groom will be held responsible for any property damage or cleaning expense incurred as a result of non-compliance with this policy. We thank you for respecting the rules put in place to maintain and preserve the beauty of our church and grounds.

REHEARSALS

The wedding rehearsal should be scheduled when the wedding date and time are reserved. Rehearsals are scheduled the day before the wedding date at 4:00, 5:00, or 6:00 pm. Rehearsals are limited to and require **one full hour**.

It is very important that rehearsals start on time. Another rehearsal or other church services may be scheduled on the same evening. We ask the bride and groom to please inform all wedding party participants of the time of the rehearsal and ensure that they arrive at the church **no fewer than 15 minutes prior** to the rehearsal start time. A well-rehearsed wedding is the best way to ensure a stress-free wedding ceremony!

ATTENDANTS

Bridesmaids, ushers, readers, and other participants in the wedding can greatly enhance the beauty and solemnity of the ceremony by offering their support to the bride and groom. As you consider inviting friends and family members to be a part of your wedding party, please note the following policies:

- We recommend that children in the wedding party (flower girls, ring bearers, etc.) are at least 4 years old, so that they can understand and participate in a way that does not detract from the sacrament.
- Female attendants (maid/matron of honor, bridesmaids, junior bridesmaids, etc.) must stand on the bride's side of the altar, even if they are friends or relatives of the groom. Male attendants (best man, groomsmen, ushers, etc.) must stand on the groom's side of the altar, even if they are friends or relatives of the bride. The bride's attendants are female and the groom's attendants are male. There can be no exceptions.

All participants in the wedding should be at the church a minimum of one hour before the ceremony. It is very important to begin the wedding on time.

The Family Room is available to the bride and her attendants as a dressing room. Attire cannot be left overnight or delivered before the bridal party arrives.

The area outside of the Daily Chapel and the Narthex are available for the groom, best man, groomsmen, and ushers to gather. All male members of the wedding party should arrive at the church dressed for the wedding as St. Gabriel does not have a second Family Room.

St. Gabriel cannot be liable for any items left in these rooms or areas during the ceremony. If you would like the Family Room to be locked during the ceremony, please ask your Wedding Coordinator to do so.

Please see that the Family Room, Narthex and chapel lobby area left in the same condition in which they were found, and that all flower boxes, garment bags, etc. are disposed of after the wedding. You may wish to ask a friend or family member to see to this task.

Smoking and alcoholic beverages are prohibited in all areas of the church building and on the church grounds.

TECHNICAL STAFFING

Technology in place at St. Gabriel necessitates the presence of technical staff for each wedding held in the church. This includes systems for lighting, audio, aids for the hearing impaired, projection screens to assist the congregation in following the order of service, and access control for physical facility access.

Technical staff will be present at least 90 minutes before the ceremony, during the ceremony, and at least 30 minutes after the ceremony. They will ensure that access to all needed areas of the church is available; set up and run the lighting and sound systems; provide and assist with wireless microphones for the groom and musicians; prepare and provide projection slides for the chosen readings, music selections, and any slides containing the couple's individual and married names; and manage the photography and videography teams onsite for the wedding, including any related technology needs such as audio feeds for video.

If the couple chooses to livestream the ceremony, our technical staff also will schedule and set up the livestream, provide staff for camera operations, provide login and password information if the livestream is to be made private, record the ceremony if desired, and, if requested, provide access to download the recording. **Please note that if you would like to be able to download and keep the recording of the wedding, you must request access to the link in advance.**

PHOTOGRAPHY

The services of a professional photographer and, if desired, a professional videographer are encouraged. Please refer to pages 13-14 for specific instructions to share with your photographer/videographer.

Photographs of the bride, groom, and wedding party may not be taken in the sanctuary before the wedding. Picture-taking and videos will not be permitted during the processional or the ceremony by anyone other than the official wedding photographers. Flash pictures and camera noise interfere with the sacredness of the ceremony. Please ask your guests to abide by this church policy.

The wedding party may return to the sanctuary after the ceremony for pictures. Please limit the time to 15 minutes. Also, in the interest of time, if you opt for a receiving line or group exit, the bridal party may not return to the sanctuary for photographs.

Please be aware that the walled, gated garden in front of the church building is a holy resting place for deceased parishioners and is strictly off limits for photography.

VIDEOGRAPHY

If desired, your ceremony will be streamed live using a third-party service at no additional cost to you. St. Gabriel Catholic Church will make every effort to stream your ceremony and provide a professional viewing experience for internet viewers. The live stream link and recording can be made private, if so desired, and optionally password protected.

Your ceremony stream will be recorded, and this electronic recording will be made available for download within 48 hours following the completion of your ceremony. The recording will be available to download for 30 days following the ceremony. **Please note** it is the responsibility of the bride and groom to request the link to the recording, to download the recording, and to preserve the recording. St. Gabriel Catholic Church will not deliver any tangible product (e.g. DVD, USB drives, etc.) containing your recorded ceremony.

INSTRUCTIONS FOR PHOTOGRAPHERS / VIDEOGRAPHERS

The hiring of professional photographer and videographer is strongly encouraged. The following rules are designed to preserve the sacred nature of your wedding ceremony at St. Gabriel Catholic Church while allowing both the photographer and videographer sufficient leeway to document your wedding adequately and professionally.

The photographer and videographer are required to review the guidelines and agree by signature to the policies of St. Gabriel prior to the wedding. The bride and groom are responsible for ensuring the photographer and videographer have received a copy of these guidelines and submit signed copies to St. Gabriel 30 days before the wedding. St. Gabriel reserves the right to ask any photographer and/or videographer who violates the following rules to either correct the violation immediately or to leave the premises:

- The photographer and videographer should direct any questions to the Wedding Coordinator during the time they are on St. Gabriel premises and are required to cooperate with any direction provided by the Wedding Coordinator.
- The photographer and videographer, including their staff and assistants, should be dressed appropriately for a formal church service.
- Photographs may not be taken inside the sanctuary before the wedding.
- Photos and video of all ushers and groomsmen should be complete 30 minutes prior to the scheduled start of the ceremony.
- Photography and videography during the ceremony will not be permitted by anyone other than the hired wedding photographers. Please also ask your guests to abide by this policy.
- The use of a wireless mic on the officiant is not permitted.
- On-camera flash, off-camera flash, continuous lighting, or supplemental lighting of ANY kind is not permitted at any time during the ceremony. Wires and cables may not be laid across any aisle or walkway or affixed to church property in any way. If needed, professional "gaffers" tape may be used to secure cabling to the flooring alone. Use of other tape such as masking tape or duct tape is not permitted.
- Under no circumstance is the photographer or videographer permitted to enter the altar area of the sanctuary (beyond the altar steps) while on St. Gabriel premises.
- Photographers and videographers should minimize movement during the ceremony so as to avoid becoming a distraction to those attending the wedding.
- Photographers and videographers are permitted to shoot from any interior aisle of the sanctuary to the rear of all seated guests, but may not proceed farther forward than the rear 7 pews.
- Photographers and videographers are permitted to shoot from the perimeter aisles of the sanctuary, provided that they remain stationary for the duration of the ceremony.
- A single photographer or videographer may position himself near the first pew of the center aisle so as to capture the entrance of the bride, provided that: he kneels so as to not obstruct the view of the groom, wedding party, and officiant in any way; no tripods, monopods, or stands are used; he remains at the edge of

the center aisle; he enters and exits via a side aisle; and he immediately moves to another permitted position as soon as the bride reaches the half-way point of the center aisle.

- St Gabriel does allow videography equipment to be positioned stationary at the rear of the center aisle after the procession (bride's entrance) is complete and the bride reaches the altar, provided that all equipment is removed prior to the recession (bride and groom's exit).
- Other than the above provision, any tripods, monopods or stands in use should be positioned 30 minutes prior to the wedding, must remain stationary throughout the ceremony, and may not be positioned in any aisle or walkway at any time.
- The photographer is allowed 20 minutes after the ceremony for posed photographs. During this time, the photographer is the person principally charged with ensuring that a respectful decorum, consistent with the sacred nature of the space, is observed by all involved. In the event the photographer has difficulties enforcing this, he may request the assistance of the Wedding Coordinator.
- Any posed photographs after the ceremony involving the officiant should be taken first.
- Please be aware that the Columbarium (the walled, gated garden in front of the church building) is a holy resting place for deceased parishioners and is strictly off limits for photography or videography at all times.

LIVE STREAMING

St. Gabriel does not provide internet connectivity or public WiFi access to guests or vendors.

If desired, your wedding ceremony can be streamed live by St. Gabriel Catholic Church at no cost to you. St. Gabriel will make every effort to stream your ceremony and provide a professional viewing experience for internet viewers. The live stream link and recording can be made private, if so desired, and optionally password protected. Your ceremony live stream will be recorded and this electronic recording will be made available for download within 48 hours following the completion of your ceremony. The recording will be available to download for 30 days following the ceremony. **Please note** it is the responsibility of the bride and groom to request the link to the recording, to download the recording, and to preserve the recording. St. Gabriel Catholic Church will not deliver any tangible product (e.g. DVD, USB drives, etc.) containing your recorded ceremony.

Additional services (e.g. source audio, 4K ProRes camera ISOs from cameras permanently installed at St. Gabriel, etc.) may be available directly to photographers and videographers. They are asked to contact St. Gabriel Technology Services via email at technologyservices@stgabrielchurch.org if they are interested.

MARRIAGE LICENSE

A **North Carolina** marriage license is due at the church office no later than the Monday before the wedding. State law requires that the clergy member has the marriage license in hand before he officiates at a wedding.

A marriage license may be obtained from the Register of Deeds of any county in North Carolina, for a wedding held in North Carolina. The Mecklenburg County Register of Deeds is located in the County Courthouse, 720 East Fourth Street, Charlotte. An appointment is required, and the license is valid for 60 days from the date of purchase, so please be sure to schedule the appointment accordingly. In order to obtain the license, both the bride and groom must be present with a driver's license or other government-issued photo identification, a social security card, and \$60 in cash (or \$70 if you would like a certified copy of the license, which is recommended).

The completed and signed marriage license must be returned to the same county where it was purchased. We will take care of that for you the week after your wedding, so please be sure to provide us with both copies of the license and the mailing envelope that will come with it.

It is recommended that you request at least one certified copy of your marriage license. If the bride plans to change her name, order two copies – one to keep permanently in a safe place, and the other to use for the name change.

If you do not request certified copies of your marriage license at the time of application, you may obtain certified copies at any time, at least ten days after the wedding date. The cost is \$10 per certified copy. You may order certified copies online at <https://deeds.mecknc.gov/service/request-marriage-record>, or in person at the County Courts and Office Building, 720 E 4th St, Room 105, Charlotte, NC 28202.

If the bride wishes to change her name after the wedding, she will need to:

1. Have available a certified copy of the marriage certificate and a valid, unexpired, government-issued photo ID
2. Visit www.ssa.gov to print and complete Form SS-5 or submit the information electronically via the website
3. If information is submitted online, go to the SSA in person within 45 days to present the marriage certificate and photo ID:

Social Security Administration (800) 772-1213
2201 Coronation Blvd #100, Charlotte, NC 28227

4. After visiting the SSA in person, wait 24 hours before going to the DMV to update your driver's license.

CHURCH WEDDING FEES

Reservation and usage fees are due at the time of reservation. Clergy stipends, musician fees, wedding coordinator stipends, and technical director stipends **must be paid in full 30 days prior to the wedding date.**

Church Reservation and Usage Fee

Non-parishioners *	\$300
Registered and participating parishioners **	\$200

Clergy Stipend for Church Wedding

Priest or Deacon Stipend	\$250
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Music

All Musician Fees Are Negotiated With and Paid Directly To the Musicians

Wedding Coordinator

Church Wedding Stipend	\$300
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Technology Director

Technology Director Stipend	\$250
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If you have questions about fees and stipends, your Wedding Coordinator will be happy to answer them. Stipend amounts are not negotiable.

* Until further notice, we are not able to reserve wedding dates for non-parishioners.

** Registered and participating parishioners of St. Gabriel Church are parishioners who have been registered or whose families have been registered for no fewer than 6 months prior to the date of the wedding, and who support the church through their time, talent and treasure (the amount does not matter). It is presumed that all parishioners support the work of the church by attendance at Sunday Mass, by participating in opportunities for spiritual growth, and by giving financially.

WEDDING CEREMONY CHECKLIST AND TIMELINE Wedding Date: _____

Six Months to One Year Before the Wedding:

- ☐ Reserve Church for Wedding and Rehearsal Date: _____
☐ Pay Church Usage Fee at Time of Reservation Date: _____
☐ Sign and Submit Agreement to Reserve Church Date: _____
☐ Hire Photographer Date: _____

Six Months Before the Wedding:

- ☐ Meet with Wedding Coordinator Date: _____
- ☐ Contact Michelle Whitaker to Discuss Flowers Date: _____

Five Months Before the Wedding:

- ☐ Meet with Director of Worship to Select Music Date: _____
- ☐ Make Appointment for Marriage License Date: _____

Two to Three Months Before the Wedding:

- ☐ Complete Marriage Preparation and Required Forms Date: _____
- ☐ Meet with Clergy Regarding Ceremony Date: _____

Two Months Before the Wedding:

- ☐ Obtain Marriage License (license can be obtained no sooner than 60 days before wedding date) Date: _____
- ☐ Submit Scripture Selections, Prayers of the Faithful, and Program to Wedding Coordinator Date: _____

One Month Before the Wedding:

- ☐ Pay Stipends to Priest/Deacon, Wedding Coordinator, Musicians, Technical Director Date: _____
- ☐ Signed Photographer and Videographer agreements are due to St. Gabriel Date: _____

One Week Before the Wedding:

- ☐ Bring both copies of Marriage License and mailing envelope provided by county to church office

WEDDING TEAM CONTACT INFORMATION

St. Gabriel Church Office

(704) 364-5431

Clergy

Fr. Richard Sutter

(704) 364-5431 ext. 206
frichard@stgabrielchurch.org

Director of Technology
Ben Vigil

(404) 456-4283
ben@stgabrielchurch.org

Director of Worship
Aubrey Quintero

(704) 364-5431 ext. 210
aubrey@stgabrielchurch.org

Associate Director of Pastoral Care
Carolyn Tillman

(704) 364-5431 ext. 204
carolyn@stgabrielchurch.org

Wedding Coordinator
Jacquie Stevens

(704) 577-2124
jacquie@stgabrielchurch.org

St. Gabriel Altar Decorations Volunteer
Michelle Whitaker

michelle@stgabrielchurch.org

WEDDING AGREEMENT FOR
RESERVATION AND USAGE OF
ST. GABRIEL CATHOLIC CHURCH

Wedding Date _____ Time _____

Bride's Name _____

Address _____

City, State, Zip _____

Cell _____ Email _____

Groom's Name _____

Address _____

City, State, Zip _____

Cell _____ Email _____

Acceptance of Wedding Policies and Fees

We hereby affirm that we have been advised of and have read in full the Church Wedding Policies of St. Gabriel Catholic Church. We understand that the Church Wedding Policies must be adhered to by all parties, including our family members, wedding party members, vendors, and guests. We further understand that we are responsible for any violation of the policies described above by us, our family members, wedding party members, vendors, and guests and any costs associated with damage to St. Gabriel property caused by us, our family members, wedding party members, vendors, and guests. We understand that our reservation for the church will not be confirmed until (1) payment of the reservation/usage fee is received by St. Gabriel Catholic Church, and (2) a signed copy of this Agreement is received by St. Gabriel Catholic Church. We agree to pay the stipends for the clergy member, wedding coordinator, and technology director no later than 30 days prior to the wedding date.

Bride Signature _____ Date _____

Groom Signature _____ Date _____