

# CELEBRATING THE SACRAMENT OF MARRIAGE

#### **CHRIST THE KING STAFF**

Rev. Matthew Schiffelbein Pastor Rev. Thomas Maddock, Associate Pastor Chris Henderson, Scheduler & Secretary Michael Podrebarac, Director of Music frmatthew@ctktopeka.org frthomas@ctktopeka.org chenderson@ctktopeka.org mpodrebarac@ctktopeka.org

#### **CHRIST THE KING WEDDING COORDINATOR**

Cathy McCoy

cathy.mccoy@cbkansas.com 785-231-7752

WWW.CTKTOPEKA.ORG



#### CHRIST THE KING CHURCH

5973 SW 25th Street • Topeka, Kansas 66614 • 785-273-0710

Dear engaged couples,

Congratulations to you on your engagement! We look forward to celebrating the Sacrament of Marriage with you here at Christ the King and are excited that you have chosen to answer God's call to embrace the vocation of marriage and family life. We look forward to celebrating your wedding and helping you prepare well for this important vocation.

In the Sacrament of Marriage, the husband and wife make a complete gift of self to each other, and this gift of self is sealed by God to become a sign in the world of His love for His people. As a sacrament, marriage is also a public act of worship on the part of the whole Church. The guidelines contained in this document are meant to help a couple express these realities in the wedding ceremony. Please take the time to review these guidelines as you prepare to embark on the adventure of marriage.

As you prepare for your marriage, you will work with one of the priests at Christ the King in moving through the marriage preparation process, filling out any necessary paperwork, setting dates for your wedding and rehearsal, and planning the ceremony itself.

Again, congratulations on your engagement. We look forward to celebrating your wedding and accompanying you through this time of preparation for the Sacrament of Marriage.

Sincerely yours in Christ,

Fr. Matthew Schiffelin

Fr. Matthew Schiffelbein

**Pastor** 

# CHRIST THE KING WEDDING GUIDELINES

## I NITIAL PREPARATION

The date for a wedding will be held by the parish once a couple has met with the priest, he has confirmed their eligibility for marriage, and the couple has agreed to the marriage preparation requirements. The wedding date will be confirmed by the parish once any applicable fees have been paid by the couple (see below).

#### FEES ASSOCIATED WITH MARRIAGE AT CHRIST THE KING

Payable to Christ the King Church at least 3 months prior to the wedding:

- Registered Parishioners: There is no fee for use of the church.
- Non-Parishioners: The fee for use of the church is \$500.00.

Payable to the individuals at the wedding rehearsal:

- The fee for the parish cantor is \$200.00.
- The fee for the parish organist is \$200.00.
- The fee for the parish Wedding Coordinator is \$150.00.
- An honorarium or stipend for the priest is not expected.

#### **OTHER INFORMATION**

- Wedding rehearsals are scheduled for 5:30 p.m. the evening before the wedding.
- The Christ the King parish Wedding Coordinator works exclusively with the couple themselves, and not with family members or outside coordinators.
- Rehearsals should begin on time and without delay.
- Only those persons with essential roles in the wedding service should attend the rehearsal; all other rehearsal dinner guests should plan to gather at the location of the rehearsal dinner.
- Priests and deacons from outside of Christ the King are most welcome to assist, but must be approved in advance, and must have a letter of good standing if from outside the Archdiocese.
- Once the date is set the couple will set an appointment with the parish Wedding Coordinator to make preliminary decisions, receive a tour of facilities and review wedding policies.
- In addition, the couple should contact the parish Music Director via email (mpodrebarac@ctktopeka.org) to begin discussion of music for the wedding service.
- Weddings at Christ the King are celebrated between 5 p.m. and 7 p.m. on Fridays and either at 10:30 a.m. or 1:30 p.m. on Saturdays (two weddings may be scheduled on a Saturday). Archdiocesan policy prohibits the celebration of Nuptial Masses or Wedding Services on Saturday evenings or Sundays.



Couples preparing for marriage are required to:

- Schedule a meeting with the priest for a pre-nuptial interview and signing of paperwork.
- Take the FOCCUS communications inventory;
- Attend a meeting with other couples preparing for marriage with the pastor to go
  over the theology of marriage (dates to be announced);
- Attend an approved marriage preparation program (Preparing to Live in Love, Engaged Encounter, or other approved program);
- Attend an approved Natural Family Planning (NFP) Introductory Session;
- Those being married at CTK but residing elsewhere may do their marriage preparation at their local parish and have paperwork sent to CTK. Please bring plans for this preparation to initial meeting with the priest so the pastor can approve.
- Parishioners are welcome to do their marriage preparation at CTK even if they are being married somewhere else. The paperwork will be forwarded on your behalf.

### THE LITURGICAL CELEBRATION

#### THE RITE OF MARRIAGE IS A LITURGICAL ACTION OF THE CHURCH

- The Catholic Church endeavors to preserve the integrity of the sacred liturgy and sacramental rites. At Christ the King, the liturgy is celebrated in accord with the liturgical norms and directives of the Church, and always with both dignity and attention to the pastoral needs of the People of God. Weddings at Christ the King are no exception and are prepared through the coordinated efforts of the parish Wedding Coordinator, the parish Music Director, and the priest celebrating the marriage service, all under the supervision of the parish Pastor.
- The Rite of Matrimony in the Catholic Church requires at least two witnesses, one for each the bride and the groom. At Christ the King, no more than 8 couples may serve as witnesses (e.g., bridesmaids and groomsmen). The use of ring bearers, flower girls, and candle lighters is permitted, including younger children, provided there are adults at hand to assist the children at all times.
- The Entrance Procession is a traditional element of the Nuptial Mass or Rite of Matrimony. By custom, the order of the procession is as follows, although accommodations may be made in the case of physical disability, blended families, etc.
  - The Groom's Parents
  - The Bride's Mother (if not escorting her daughter)
  - The Priest and Groom
  - The Groomsmen and Bridesmaids
  - The Bride and her Father (and Mother, if desired) who will meet the Groom at the foot of the sanctuary before the altar.
- The proclamation of the Word of God and the homily are integral to the
  celebration of marriage. Three readings are chosen from the Scriptures. Wedding
  couples are invited to prayerfully select the readings from Old Testament and New
  Testament for the Liturgy of the Word. Approved selections are provided later in
  this booklet. The Gospel reading is always chosen by the priest. The Responsorial
  Psalm is chosen in consultation with the parish Music Director.

- Up to three readers (two if a deacon is assisting with the liturgy) may be chosen to
  proclaim the readings and announce the intercessions of the Prayer of the Faithful.
  Readers can be provided by the parish if desired by the wedding couple.
  Experienced readers are preferred, and the liturgical form of introducing and
  concluding the scripture readings is always required.
- Typically, it is the Best Man who is the caretaker of the wedding rings.
- During a Nuptial Mass, either the wedding couple or another family member may bring up the gifts for the Eucharistic Sacrifice; otherwise, the gifts will be placed in the sanctuary before the liturgy.
- The intercessions for the Prayer of the Faithful are found later in this booklet.
- If more than 100 people are expected to receive communion, a Catholic family member or friend of the couple who is an Extraordinary Minister of Holy Communion may assist in distributing Communion. For every additional 100 communicants, an additional Catholic family member or friend may be invited to assist. At Christ the King, the Precious Blood is offered to the wedding couple, but the congregation will receive Communion only under the species of the consecrated Bread.
- An altar server is not necessary, but up to 4 servers may be included in the wedding liturgy. They should have experience serving, but will be instructed by the priest at the rehearsal or before the wedding as to particular responsibilities during the wedding.
- Ushers can be very useful in assisting with seating and other needs of the wedding guests, but are not strictly necessary. Groomsmen are always invited to fill this role as needed.

#### HE CHURCH ENVIRONMENT AND DECORATIONS

- Our Church is always arranged and appointed for the various liturgical seasons, and none of these appointments, nor the furniture of the Church, may be removed or rearranged. Wedding couples are free to inquire about seasonal colors and the expected appearance of the Church for the time of their wedding. The parish Wedding Coordinator will instruct where additional flowers may be placed.
- Nothing may be placed on the altar besides those things normally needed for Mass. Up to six candles may be placed on the altar, especially if candle-lighters are desired by the wedding couple, but no additional candles or candelabra may be placed in the Church. Wedding couples will need to advise the parish Wedding Coordinator if more than the two usual candles at the altar are desired.
- Because each Catholic liturgy ultimately celebrates the Resurrection of the Lord Jesus, and the new life of the People of God in him, nothing artificial is permitted in the liturgy, including artificial floral arrangements. Because the wedding liturgy is seen as a celebration of both the wedding couple as well as the entire Christian community, the use of flower petals is not permitted, nor is the use of an aisle runner.
- Pew bows to decorate the center aisle are permitted, but these must be fastened with ribbons or cloth as opposed to tape or anything capable of adding damage to the pew ends. The use of arches in the Church is not permitted.

## HOTOGRAPHY AND VIDEOGRAPHY

- Photographs may be taken in advance, and must be completed 30 minutes after the conclusion of the liturgy. The Church is available and reserved for two hours prior to your liturgy. Please let the parish Wedding Coordinator know if you need the church more than two hours before the wedding.
- No backdrops permitted in the Church.
- Photographers are allowed anywhere but in the sanctuary proper, and are asked to move about discreetly and at a minimum during the liturgy.
- No technical equipment may be set up on the altar, and permission must be granted for any technical equipment to be placed in the sanctuary itself; stationary video cameras are typically permitted.
- If the bride or groom is wired for sound recording purposes, this must be disclosed to the priest celebrant in advance, who always maintains the right to not permit.
- The photographer is asked not to draw close to the cantors or any other liturgical minister while they are carrying out their ministry.
- Once the entrance procession is completed, the photographer may not be in the main aisle (except at the very back of the Church, past the last pew).

## ITURGICAL MUSIC

- Music is an important part of any celebration. In Christian worship, it is one of the
  ways that the gathered community prays. Therefore, this form of prayer must
  reflect the dignity of the sacrament and support the sacramental grace that is
  extended not only to the wedding couple, but the entire community that is present.
  We should strive for the very best possible in this manner.
- The parish Music Director, Michael Podrebarac is available to consult with you, and, as noted above, is charged with approving all liturgical music selections on behalf of the priest celebrant. He may be reached at mpodrebarac@ctktopeka.org and endeavors that the process of reviewing and selecting music be as easy for the wedding couple as possible.
- Trained, professional musicians will be provided by the parish for your wedding.
   These musicians are familiar with the liturgy at Christ the King and will do their best to ensure a beautiful and meaningful celebration through their ministry.
- Qualified friends and/or family members may also be invited on occasion to lend their gifts and talents during the prelude music, but the selection of their repertoire will follow the norms for all liturgical music.
- The wedding couple is encouraged to provide a wedding program or worship aid for their guests. Many commercial printing companies provide services in this regard, but the parish Music Director is also available to prepare a worship aid for weddings at no additional cost.
- Within the wedding program or worship aid should be provided the texts of those musical selections which the congregation is invited to sing.
- All music used during the liturgy must be liturgical, employing either scriptural or other sacred or liturgical texts. In the case of instrumental music, only music of a liturgical, sacred, or classical nature is permitted.
- Secular music, even if it includes a general notion of God or committed love, is not

permitted during the celebration of a wedding liturgy.

Recorded music is never permitted during the celebration of the sacred liturgy.

# 0

#### RDER OF MUSIC WITHIN THE RITE OF MARRIAGE

- Prelude Music—Selections may be either accompanied vocal or solely instrumental music.
- Processional Music
   — Selections may be either accompanied vocal (or congregational) or solely instrumental music and may incorporate separate pieces for the respective entrances of the grandparents and parents, the wedding party and the entrance of the bride.
- Glory to God (Mass Only) The Cantor leads the entire congregation in this liturgical hymn of praise.
- **Responsorial Psalm** The cantor leads the entire congregation on the refrain and sings the psalm verses.
- **Gospel Acclamation** The cantor leads the entire congregation on the refrain and sings the gospel verse.
- Preparation of the Offerings (Mass Only) The cantor leads the entire congregation in a suitable song or instrumental music may be played.
- Eucharistic Prayer Acclamations and Lamb of God (Mass only) The cantor leads the entire congregation in these liturgical acclamations.
- Communion (Mass only) The cantor leads the entire congregation in a suitable song or may also offer a sung solo piece sacred in nature; instrumental music may also be played.
- Devotion to the Blessed Virgin Mary (Optional) The cantor may offer a brief sung solo piece (e.g., Ave Maria) during this devotional moment.
- **Recessional** The selection may be either a congregational hymn led by the cantor or a solely instrumental piece.

## M ISCELLANEOUS

A wedding is always a cherished time of prudent preparation and many, many details! Here are a few additional considerations for the wedding couple to be aware of.

- Like all gathered for the wedding, the wedding couple will stand, kneel, and be seated during the celebration of the wedding liturgy. For kneeling, the use of a priedieu (kneeler) is strongly recommended, as it provides a beautiful model of prayerfulness for all. The choice of using a kneeler should be discussed with the parish Wedding Coordinator.
- The wedding couple should be aware that there may be many other parish events taking place during the day and time of the wedding celebration and that there is always an expectation that mutual respect and courtesy be shared among different parties occupying the parish campus at the same time.
- The Church is a sacred space; loitering, chatting, food and drink and anything else not becoming of the Church's sacred nature should be avoided at all times, including

- during the wedding rehearsal, the taking of photographs, and otherwise before, during and after the wedding liturgy.
- The use of the so-called Unity Candle or similar devices, is not a part of the Catholic tradition and therefore is prohibited during the liturgy. In the case of particular ethnic or cultural customs which the Catholic Church has permitted use of, the parish Wedding Coordinator will discuss with the wedding couple.
- Dressing rooms will be provided. The parish Wedding Coordinator will make these available to the wedding couple.
- The Church will be unlocked no earlier than three hours before the wedding liturgy.
   The wedding couple and guests should be departed from the Church after 30 minutes following the wedding liturgy.
- The wedding couple should not initiate a receiving line at the Church. Following the
  conclusion of the wedding liturgy, the wedding party will be directed to the
  sacristy, and should remain there until guests are assembled for their departure.
  Departing through the midst of their guests, the wedding couple and party should
  plan to directly depart for the reception, where the reception line is properly
  observed as planned.
- A valid and lawful wedding license is required and should be brought to the rehearsal and given to the parish Wedding Coordinator. It will be signed immediately following the ceremony in the sacristy of the Church.
- All food and drink are limited only to the dressing areas.
- Alcohol is not permitted on any part of the Church campus, including the parking
  lot, before or after the rehearsal, or before or after the wedding (with the sole
  exception of a rehearsal dinner or wedding reception hosted in Yadrich Hall, and in
  such case is strictly limited to the Hall itself; see below). Anyone suspected or
  determined to be intoxicated will be dismissed from the wedding celebration
  immediately. For the safety of all, this is a zero-tolerance policy.

## ENTAL OF YADRICH HALL

Christ the King Parish facilities may be reserved for rehearsal dinners or receptions, as available for the following fees:

- \$100.00 for the Hall for rehearsal dinners for up to 4 hours of use.
- \$300.00 for the Hall for wedding receptions for up to 8 hours of use. Anything over 8 hours will be \$25 an hour. This time includes set up and clean up time.
- \$95.00 insurance coverage; check should be made out to Archdiocese of Kansas City in Kansas if you do not have your own insurance that will provide a rider for the day(s) of the event.
- \$300.00 security deposit refundable if Hall is returned to the original condition without damage.

Please contact the Church office to fill out the necessary paperwork.

#### WEDDING LITURGY OUTLINE I

#### Rite of Marriage within Mass

#### **Introductory Rites**

- Prelude
- Procession
- Greeting
- Glory to God
- Collect

#### Liturgy of the Word

- · First Reading
- Responsorial Psalm
- Second Reading
- Gospel Acclamation
- Gospel Reading
- Homily

#### **Rite of Marriage**

- Consent
- Exchange of Vows
- · Exchange of Rings
- Prayers of the Faithful

#### **Liturgy of the Eucharist**

- Preparation of the Offerings
- Prayer over the Offerings
- The Eucharistic Prayer

#### **Communion Rite**

- The Lord's Prayer
- Nuptial Blessing
- · Sign of Peace
- · Lamb of God
- Communion Procession
- Prayer After Communion

#### **Concluding Rites**

- Dedication to the Blessed Virgin Mary (optional)
- Final Blessing
- Introduction of Couple
- Recessional

#### WEDDING LITURGY OUTLINE II

#### Rite of Marriage outside Mass

#### **Introductory Rites**

- Prelude
- Procession
- Greeting
- Collect

#### Liturgy of the Word

- First Reading
- Responsorial Psalm
- Second Reading
- Gospel Acclamation
- · Gospel Reading
- Homily

#### **Rite of Marriage**

- Consent
- Exchange of Vows
- Exchange of Rings
- Prayers of the Faithful
- The Lord's Prayer
- Nuptial Blessing
- Sign of Peace

#### **Concluding Rites**

- Dedication to the Blessed Virgin Mary (optional)
- Final Blessing
- Introduction of Couple
- Recessional

#### SCRIPTURAL READINGS FOR THE WEDDING



#### I. Genesis 2:18-24

A reading from the book of Genesis.

The Lord God said:

"It is not good for the man to be alone. I will make a suitable partner for him."

So the Lord God formed out of the ground various wild animals and various birds of the air, and He brought them to the man to see what he would call them; whatever the man called each of them would be its name.

The man gave names to all the cattle, all the birds of the air, and all the wild animals; but none proved to be the suitable partner for the man.

So the Lord God cast a deep sleep on the man, and while he was asleep, He took out one of his ribs and closed up its place with flesh. The Lord God then built up into a woman the rib that He had taken from the man.

When he brought her to the man, the man said: "This one, at last, is bone of my bones and flesh of my flesh; This one shall be called 'woman', for out of 'her man' this one has been taken."

That is why a man leaves his father and mother and clings to his wife, and the two of them become one body.

The Word of the Lord.

#### II. Tobit 8:5-7

A reading from the book of Tobit.

On the wedding night Sarah got up, and she and Tobiah started to pray and beg that deliverance might be theirs. He began with these words:

"Blessed are you, O God of our fathers; praised be your name forever and ever.
Let the heavens and all your creation praise you forever.
You made Adam and you gave him his wife Eve to be his help and support; and from these two the human race descended. You said, 'It is not good for the man to be alone; let us make him a partner like himself.'
Now, Lord, you know that I take this wife of mine not because of lust, but for a noble purpose.
Call down your mercy on me and on her, and allow us to live together to a happy old age.

The Word of the Lord.

#### III. Song of Songs 2:8-10, 14, 16; 8:6-7

A reading from the Song of Songs.

Hark! my lover -- here he comes springing across the mountains, leaping across the hills. My lover is like a gazelle or a young stag.

Here he stands behind our wall,

gazing through the windows, peering through the lattices.

My lover speaks; he says to me,

"Arise, my beloved, my beautiful one, and come!

"O my dove in the clefts of the rock, in the secret recesses of the cliff,

Let me see you, let me hear your voice,

For your voice is sweet, and you are lovely."

My lover belongs to me and I to him.

He said to me:

Set me a seal on your heart, as a seal on your arm;

For stern as death is love, relentless as the nether world is

devotion; its flames are a blazing fire.

Deep waters cannot quench love, nor floods sweep it away.

The Word of the Lord.



#### **EW TESTAMENT READINGS**

#### I. Romans 12:1-2, 9-18

A reading from the letter of Saint Paul to the Romans.

Brothers and sisters, I beg you through the mercy of God to offer your bodies as a living sacrifice holy and acceptable to God, your spiritual worship. Do not conform yourselves to this age but be transformed by the renewal of your mind, so that you may judge what is God's will, what is good, pleasing and perfect.

Your love must be sincere. Detest what is evil, cling to what is good. Love one another with the affection of brothers. Anticipate each other in showing respect. Do not grow slack but be fervent in spirit; he whom you serve is the Lord. Rejoice in hope, be patient under trial, persevere in prayer. Look on the needs of the saints as your own; be generous in offering hospitality. Bless your persecutors; bless and do not curse them.

Rejoice with those who rejoice, weep with those who weep. Have the same attitude toward all. Put away ambitious thoughts and associate with those who are lowly. Do not be wise in your own estimation. Never repay injury with injury. See that your conduct is honorable in the eyes of all. If possible, live peaceably with everyone.

The Word of the Lord.

#### II. 1 Corinthians 12:31-13:-8

A reading from the first letter of Saint Paul to the Corinthians.

Set your hearts on the greater gifts.

I will show you the way which surpasses all the others.

If I speak with human tongues and angelic as well,

but do not have love, I am a noisy gong, a clanging cymbal.

If I have the gift of prophecy and, with full knowledge, comprehend all mysteries,

If I have faith great enough to move mountains,

but have not love, I am nothing.

If I give everything I have to feed the poor and hand over my body to be burned but

have not love, I gain nothing

Love is patient; love is kind.

Love is not jealous, it does not put on airs, it is not snobbish.

Love is never rude, it is not self-seeking,

it is not prone to anger; neither does it brood over injuries.

Love does not rejoice in what is wrong,

but rejoices with the truth.

There is no limit to love's forbearance,

to its trust, its hope, its power to endure.

Love never fails.

The Word of the Lord.

#### III. Ephesians 5:2, 21-33

A reading from the letter of Saint Paul to the Ephesians.

So be imitators of God, as beloved children, and live in love, as Christ loved us and handed himself over for us as a sacrificial offering to God for a fragrant aroma. Be subordinate to one another out of reverence for Christ.

Wives should be subordinate to their husbands as to the Lord. For the husband is head of his wife just as Christ is head of the church, he himself the savior of the body. As the church is subordinate to Christ, so wives should be subordinate to their husbands in everything. Husbands, love your wives, even as Christ loved the church and handed himself over for her to sanctify her, cleansing her by the bath of water with the word, that he might present to himself the church in splendor, without spot or wrinkle or any such thing, that she might be holy and without blemish. So also husbands should love their wives as their own bodies.

He who loves his wife loves himself. For no one hates his own flesh but rather nourishes and cherishes it, even as Christ does the Church, because we are members of his body. "For this reason a man shall leave his father and his mother and be joined to his wife, and the two shall become one flesh." This is a great mystery, but I speak in reference to Christ and the church. In any case, each one of you should love his wife as himself, and the wife should respect her husband.

The Word of the Lord.

#### IV. 1 John 4:7-12

A reading from the first letter of Saint John.

Beloved, let us love one another because love is of God;

everyone who loves is begotten of God and has knowledge of

God. The man without love has known nothing of God, for God is

love. God's love was revealed in our midst in this way:

he sent his only Son to the world that we might have life through him.

Love, then, consists in this: not that we have loved God,

but that he has loved us and has sent his Son as an offering for our sins.

Beloved, if God has loved us so, we must have the same love for one another.

No one has ever seen God, Yet if we love one another

God dwells in us, and his love is brought to perfection in us.

The Word of the Lord.



#### ETITIONS FOR THE PRAYER OF THE FAITHFUL

For the Church, that she may continue to be enriched through the vocations of her people through the priesthood, consecrated religious life, and faithful married life, let us pray to the Lord.

For the world, that all people may know the love and mercy of the Lord our God, and live in true harmony and peace, let us pray to the Lord.

For those most vulnerable to human indifference or persecution, especially the unborn, the weak, the poor, and the sick, that all persons may enjoy the respect of their human dignity, let us pray to the Lord.

For all married couples, that they may always find true joy and meaning in family life and be strengthened by grace in fulfilling their sacred vows, let us pray to the Lord.

For N. and N. as they begin their married life today, that they may experience the love of God, the support of their family and friends, and, as God wills, the blessing of children, let us pray to the Lord.

For those unable to be with us today, especially for the deceased members of the N. and N. families, that they may rest in the peace of Christ, let us pray to the Lord.





#### **Marriage Checklist**

#### Christ the King Catholic Church

| Time Frame                          |                                                                                                                                                                                                                                                                                                                                                                              | Completed |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Time of initial meeting with Priest | Receive Marriage booklet<br>Wedding date scheduled<br>Pre-marriage paperwork started                                                                                                                                                                                                                                                                                         |           |
| 6-12 months before wedding date     | Start Marriage Preparation: 6-8 months before your wedding, depending upon the length of your engagement, wedding date and resource availability. May vary by couple.  Attend NFP Session: 5-12 months before your wedding, depending upon the length of your engagement. You will receive a certificate upon completion for the NFP class that will be turned in to priest. |           |
| 6 months before wedding date        | Baptismal certificates requested by the church office 4-6 months prior to wedding from your Church of Baptism.                                                                                                                                                                                                                                                               |           |
| 4 months before wedding date        | Meet with parish Wedding Coordinator<br>Meet with parish Music Director to plan<br>all processional and liturgical details.                                                                                                                                                                                                                                                  |           |
| 2 months before<br>wedding date     | Marriage Prep Certificate given<br>to priest<br>NFP Session paperwork given to<br>priest<br>Prepare wedding liturgy with priest                                                                                                                                                                                                                                              |           |
| Wedding Rehearsal                   | Marriage License given to parish Wedding Coordinator Check for Cantor Check for Organist Check for parish Wedding Coordinator                                                                                                                                                                                                                                                |           |



#### **Wedding Ceremony Fees and Contacts**

Christ the King Catholic Church

#### Wedding Ceremony Fees

| Registered Parishioners:                                                               |
|----------------------------------------------------------------------------------------|
| · There is no fee for use of the church.                                               |
| Non-Parishioners:                                                                      |
| · The fee for use of the church is \$500.00.                                           |
| Payable to the individuals at the wedding rehearsal                                    |
| · The fee for the parish cantor is \$200.00.                                           |
| Cantor Name                                                                            |
| · The fee for the parish organist is \$200.00.                                         |
| Organist Name                                                                          |
| · The fee for the parish Wedding Coordinator is \$150.00.                              |
| Parish Wedding Coordinator Name                                                        |
| · An honorarium or stipend for the priest is not expected.                             |
| Marriage Preparation Fees                                                              |
| Attend an approved marriage preparation program:                                       |
| Preparing to Live in Love\$100 (does not include NFP course                            |
| Engaged Encounter\$150                                                                 |
| Agape Catholic Marriage Prep\$225                                                      |
| Natural Family Planning Session\$                                                      |
| Email and contact information                                                          |
| Father Matthew Schiffelbein: frmatthew@ctktopeka.org, 785-273-0710                     |
| Father Thomas Maddock: frthomas@ctktopeka.org, 785-273-0710                            |
| Scheduler, Chris Henderson: chenderson@ctktopeka.org, 785-273-0710                     |
| Music Director, Michael Podrebarac: mpodrebarac@ctktopeka.org, 785-273-0710            |
| Parish Wedding Coordinator, Cathy McCoy: cathy.mccoy@cbkansas.com, 785-231-7752  Notes |
|                                                                                        |
|                                                                                        |
|                                                                                        |