

Church of the Gesu

Sacrament of Matrimony



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Letter from our Pastor

Dear couples,

First, congratulations on your engagement and forthcoming marriage! Gesu rejoices with you as you both enter into this very significant life-long commitment.

Marriage (or Matrimony) is one of the seven sacraments of the Catholic Church. Along with Holy Orders, it is a sacrament of vocation. All baptized Catholics and Christians are “called” by God to enter into a particular state of life, e.g. single, married, religious, or priestly. The fact that the Church focuses its attention on Matrimony and Orders manifests the importance of these particular vocations in the life of the Church. Like all the sacraments, Matrimony is focused on the person of Christ and his redeeming love. Theologically speaking, the Bride and Groom, represent, by their union, the love of Christ for the Church.

Moreover, the guests attending your wedding are not passive spectators at the celebration. They are active participants—witnesses!—of your pledge to love one another and be Christ’s presence to others. By virtue of your marriage, you manifest this presence not as separate persons but as one couple.

More specifically, you become the presence of Christ by the practice of faith which, for married couples, includes raising children in that faith and practice. The sacrament becomes, then, a foundation for the vocation of a lifetime. It is not a summation of your married life, but rather the very beginning. As you prepare for marriage, please allow yourselves time to reflect on the meaning of this beautiful sacrament.

We at Gesu pledge to assist you in the planning for the celebration of your wedding, and we also pledge to assist you in your vocation beyond your wedding day.

Please know of our prayers and support as you enter into this lifelong journey, centered on following God’s call in loving one another, raising your family, and witnessing to Christ!

Again, my congratulations!



Fr. Ben Osborne, SJ
Pastor

First Steps Down the Aisle



 shannonzphoto
 shannonzphotography

The Sacrament of Matrimony in the Catholic Church is a sacred reception of God's grace that is made possible through God's infinite love.

This guide contains important information about scheduling your wedding, completing your file, and planning your wedding liturgy.

Who can be married at Gesu Parish?

- At least one person seeking to marry must be a confirmed Roman Catholic. Weddings consisting solely of other denominations or faith traditions are not permitted.
- Parishioners (should be registered and active for at least six months before a wedding date is set.)
- Current full-time students at Marquette.
- Current employees of Marquette University.
- Alumni/ae of Marquette University. If you are not a parishioner at Gesu, we will need permission from your home parish in order to celebrate your wedding. This letter must be received before a reservation is made. Once the letter from your current pastor is received, you may contact Fr. Thomas Anderson, S.J., in order to choose a date and time for your wedding.

Persons with no affiliation to Gesu or Marquette are not eligible to marry at Gesu.

Available wedding times:

Fridays at 2:00 p.m.

Saturdays at 12:00 p.m. and 3:00 p.m.

Available times are reduced by parish events, staff decisions, federal holidays, Sundays, weekdays, holy days of obligation, and prior wedding reservations.

Weddings do not normally take place during Lent, Easter week, or Advent.

The normative place to celebrate the Sacrament of Matrimony is at the parish you attend. This is a sacrament of service - service to one another, and service to the community you worship with. Thus, you should complete wedding preparation with your parish.

If you live outside of the Archdiocese of Milwaukee, you will need to find a parish with whom you can complete your wedding preparation. Your parish should send your wedding paperwork to their local diocesan office who will then forward it to the Archdiocese of Milwaukee:

The Archdiocese of Milwaukee
Attn: Chancery
3501 South Lake Drive
PO Box 070912
Milwaukee, WI 53207-0912

If you are a Gesu parishioner, you will complete your wedding preparation with Gesu Parish.

If you live within the Archdiocese of Milwaukee and are not a Gesu parishioner, you are welcome to complete wedding preparation with another parish or at Gesu.

If you are not a registered parishioner at Gesu Parish, you must have your parish's pastor send a permission letter for you to marry at Gesu.

Your pastor can address the letter to Fr. Thomas Anderson, S.J., and mail the letter to:

Gesu Parish Center
Attn: Fr. Thomas Anderson, S.J..
1210 W. Michigan Street
Milwaukee, WI 53233

To get started contact Gesu's Associate Pastor, Fr. Thomas Anderson, S.J. at thomas.s.anderson@marquette.edu



The Gesu Wedding Team

Fr. Ben Osborne, S.J.
Pastor
ben.osborne@marquette.edu
414-288-5350

Fr. Thomas Anderson, S.J.
Associate Pastor
thomas.s.anderson@marquette.edu
414-288-4203

Dean Rosko
Director of Music
dean.rosko@marquette.edu
414-288-5289

Paul Trzebiatowski
Director of Liturgy
paul.trzebiatowski@marquette.edu
414-288-6308

Michael Mullooly
Liturgy Assistant
michael.mullooly@marquette.edu
414-288-5499

Archdiocese of Milwaukee



Timeline

Preparing for this sacrament should take 6-8 months. We are here to help you!

18-12 months

Reserve a date with the church and turn in your \$100 reservation fee.

12-6 months

Meet with Fr. Thomas or a wedding coordinator at your home parish to talk about wedding preparation steps.

12 months

Find a presider and plan to meet with him a couple of times before the wedding.

6-3 months

Attend the Gesu Wedding Liturgy Workshop. Begin planning your wedding liturgy.

3 months

Turn in all documents for your wedding file.

1 month

Make your final payment to Gesu.

60-8 days

Make an appointment to get your marriage license.

2 weeks

Turn in your Liturgy Planning Sheet.

7 days

Drop off your marriage license at Gesu Parish Center.

1 day

Attend your wedding rehearsal.

Day of

Celebrate this beautiful sacrament.



Marriage Preparation

Once you have a date or time frame in mind you should visit the wedding webpages on gesuparish.org to see if a specific date is available.

If you are not a currently registered parishioner at Gesu, we will need permission from your home parish in order to perform your wedding. This letter must be received before a reservation is made. Once the letter is received, you may contact Fr. Thomas Anderson, S.J., in order to choose a date and time for your wedding.

In your conversation with Fr. Thomas, you will offer basic contact information, and discuss where marriage preparation will take place. After this conversation you will have tentative hold on your wedding date. You now have two weeks to pay a non-refundable \$100 registration fee to secure your date.

Fill out the registration form, and pay your deposit in order to reserve your date

You may pay cash or check. Make check payable to “Gesu Parish” and mail it to or drop it off at 1210 W. Michigan St., Milwaukee, WI 53233. Be sure to put both your names and the date on the check. You may also pay online: <https://secure.myvanco.com/L-Z6QV/home>.

*Marriage prep with another parish?
No problem!*

If you are marrying at Gesu, but doing marriage prep (sometimes called “Pre-Cana”) elsewhere you should give your marriage prep coordinator these contact details:

Fr. Thomas Anderson, S.J.
Gesu Parish
1210 W. Michigan Street
Milwaukee, WI 53233
Phone: 414-288-4203

Barbara Anne Cusack
The Archdiocese of Milwaukee
Chancery Office
3501 South Lake Drive
P.O. Box 070912
Milwaukee, WI 53207-0912
Phone: 414-769-3340

Your Wedding File

There are certain documents you need to complete as a part of your marriage preparation. Remember, this is a sacrament, and a large part of this sacrament is making sure you are ready and able to make a lifelong commitment.

Your wedding coordinator will help you gather these documents and get through these steps.

What do you need to get if you are doing marriage prep/Pre-Cana outside of the Milwaukee Archdiocese?

If you are marrying at Gesu and doing prep/Pre-Cana at another parish, your file will start at the parish where you are completing your prep/Pre-Cana. From there it will go to the local diocese/archdiocese. Once approved, that diocese/archdiocese will send the file to the Archdiocese of Milwaukee. Finally, they will send your file to Gesu. Gesu will house the marriage record forever, as well as notify your church of baptism that you received this sacrament at our parish.

So, your marriage file's travel schedule looks like this:

Parish where you are doing your wedding preparation/Pre-Cana work	to...
Local Diocese/Archdiocese	to...
Archdiocese of Milwaukee	to...
Gesu Parish	

Thus, your wedding file should be complete three months before your wedding date to ensure safe changes of hands.

The following are all the items that may be in your wedding file:

1. Approval to marry from home parish
2. Registered at Gesu (*optional*)
3. Wedding Registration Form
4. \$100.00 deposit (*only if at Gesu*)
5. Pre-Nuptial Questionnaire *
6. Dispensation(s) *
7. Male Baptismal Certificate •
8. Female Baptismal Certificate •
9. Male Affidavits Concerning the Freedom to Marry *
10. Female Affidavits Concerning the Freedom to Marry *
11. FOCCUS/Meet with a Sponsor Couple
12. Archdiocesan Marriage Preparation Conference
13. Letter of Good Standing for Priest/Deacon •
14. Letter of Delegation for Priest/Deacon •
15. Meet with your Priest/Deacon
16. Wedding Liturgy Workshop (*only if at Gesu*)
17. Liturgy/Music planning (*only if at Gesu*)
18. Civil Marriage License *
19. Remaining fees paid

- * Must be an original, hard copy and not a scanned copy.
- May only be issued six months before the date of wedding.

Your wedding prep coordinator will help you determine what is needed.

Current Fee Schedule

2024

Reservation Fee	\$100	A non-refundable fee is required to reserve your chosen date. You have two weeks from the date you make your reservation to send in your deposit fee. This is in addition to the church fee.
Marriage Prep Only	\$500	If you are in need of Marriage Preparation only and are marrying at another parish. This includes at least three in-person meetings, sworn testimony, the FOCCUS, and the gathering of documents.
Church Fee	\$2000	This includes your marriage prep, organist, cantor, liturgy planning, wedding assistants, presider stipend, and use of the space.
Additional Music Details	TBD	The Director of Music is able to make arrangements with excellent and experienced instrumentalists if you wish. There is an additional fee for these arrangements. Outside musicians require prior approval from the Director of Music (Dean Rosko at dean.rosko@marquette.edu or 414-288-5289). Care is taken to integrate any vocalist or instrumentalist into the ceremony as a support to the dignity of the sacrament.

Planning Your Ceremony

Liturgy Planning

Your marriage will take place within a Catholic liturgy. The liturgy will either be a Mass (like Sunday Mass) or a wedding ceremony (Mass without the Eucharistic Prayer and Communion). This is decided primarily by your religious background and should be discussed with Gesu's Director of Liturgy. Please do not start planning the liturgy planning until you attend the Gesu's Wedding Liturgy Workshop.

Wedding Liturgy Workshop

Three Wedding Liturgy Workshop will be scheduled for 2024. They will be offered in January, March, and June on Sunday afternoon. This workshop is held in the Church of the Gesu and gives you precision information about options for your celebration. Because the workshop is custom made for Gesu weddings, in-person attendance mandatory. Look for precise dates on the wedding webpages at gesuparish.org

The Role of Music

Liturgical music is based on scripture and draws you as a couple deeper into the celebration of your sacramental union in Christ. Engaging the assembly in sung prayer is the first goal of liturgical music. It is therefore appropriate and desirable for the assembly to sing the same parts of the Mass as on Sundays. Hymns and responses sung by the assembly offer praise and thanksgiving and ask God's blessing on your marriage.

The Director of Music, Dean Rosko, will give you information about wedding music and typical selections, to enable you to choose music at your own pace. Most planning can be handled via email, however, a phone call or in-person meeting can be scheduled if you prefer.

Music during the wedding ceremony should be respectful, dignified and prayerful, and within the guidelines of the Catholic Church. All music is live; we do not use recorded music. Musical selections must be classical or from the hymnal. Secular music should be saved for your reception.



The Wedding Party

Even though this is a sacrament, there are still ways for you to involve all your Catholic and non-Catholic loved ones!

BRIDE and GROOM

In the Roman Catholic tradition, you - the bride and groom - administer the sacrament of marriage to one another. For all who are gathered for your wedding, you become a sign of God's fidelity and love.

PRESIDER (Priest or Deacon)

The Presider calls the community to prayer, coordinates the various ministers, and leads the worship. Often the couple has a priest who is a friend of the family, or a relative, or their hometown pastor. Our Gesu priests, Fr. Ben Osborne and Fr. Thomas Anderson, are also willing to preside at your wedding.

NON-CATHOLIC MINISTERS

Weddings at Gesu Parish are celebrated according to the sacramental guidelines of the Roman Catholic Church: the Roman Missal, the Lectionary, and the Rite of Marriage. Ministers of other denominations may assist during the ceremony. This requires consultation with Gesu's Director of Liturgy or your presiding priest or deacon.

MARRIAGE WITNESSES

These are the official, civil, legal witnesses of your marriage. They sign your marriage license. Two witnesses (normally the best man and maid/matron of honor) are required. They must possess the use of reason and clearly comprehend the ceremony taking place. Witnesses must be over 18 years old. There is no canonical prohibition on a witness due to gender, role in the wedding, or religious belief.

WEDDING PARTY

These are your close friends, those you have invited to be bridesmaids and groomsmen. They will precede you in the procession at the beginning, and follow you at the end of the ceremony. They will also be called to line up on the front steps as you minister the Sacrament of Matrimony to each other.

USHERS

Ushers are ministers of hospitality. The ushers have the important task of welcoming your guests as well as maintaining order in the church. Guests often congregate and chat in the vestibule before the service. It is essential to encourage them to be seated, especially as the time of the service nears. Choose ushers who will be comfortable with being pleasantly assertive.

It is helpful if ushers are not also in the wedding party: Bridesmaids and groomsmen need to gather for the procession while ushers are seating last-minute guests.

Ushers need to know the location of the restrooms and should find the location of the emergency phone just inside the door of the bride's room should security and medical personnel be needed.



LECTORS

Lectors proclaim the Call to Prayer, the Word of God from the Sacred Scripture, and the Universal Prayer. Lectors do not need to be Catholic but should be comfortable with public speaking. They should also have some familiarity with the Scriptures. The lectors should be present for the rehearsal.

GIFT BEARERS

A wedding celebrated within a Mass will need gift bearers. They present the bread and wine. Some couples also want to share the joy of this day with the poor and hungry; a basket of nonperishable food may also be brought up at the same time. Gift bearers should be present at the rehearsal.

EUCCHARISTIC MINISTERS

Eucharistic Ministers must be active, practicing Catholics. Can be the bride and/or groom if they are Catholic.

CHILDREN IN THE LITURGY

If you wish to include children in the liturgy, ask the Director of Liturgy for suggestions. In our experience, children age 4 or older are best able to handle a liturgical role. The use of wagons to carry children is not allowed.

NON-CATHOLIC PARTICIPANTS

The witnesses, wedding party, ushers, lectors, and gift bearers do not need to be Catholic.



Church Policies for Decorations, Photographers, and Videographers during Wedding Liturgies

All photographers and videographers should normally be present at the church no later than 15 minutes before the start of the liturgy. Upon arrival, they are asked to check in with the wedding sacristan in the sacristy or at the back of the church.

- Photographers and videographers are allowed in the following areas:
 - Nave (main body) of the church
 - Choir loft
- During the liturgy, photographers are not allowed, under any circumstances, to enter the raised sanctuary area (behind the communion rail or in the blue carpeted area).
- Photographers and videographers may not stand in the center aisle or impede in any way the entrance procession.
- The use of flash is not permitted during the celebration of the liturgy
- An audio connection is located in the choir loft for videographers needing to make use of it.
- For photographs after Mass, wedding parties have until 2:00 p.m. and 5:00 p.m. (for the 12 p.m. and 3 p.m. weddings respectfully). This is a firm policy and will be enforced by the wedding sacristan.
- Photographers may stage photographs in any way they see fit, keeping with the character of the space as a consecrated church building. Poses or behaviors seen as disrespectful to the character of the space - shouting, suggestive poses, etc. - are not permitted.
- Photographs may be taken in front of the altar on the steps but never behind the altar.
- All parties involved must agree to these policies, and any photographer or videographer acting inappropriately will be asked to leave the premises. Questions pertaining to this policy should be directed to Michael Mullooly, Gesu's Liturgy Assistant, michael.mullooly@marquette.edu.

- Weddings are held on Fridays at 2:00 p.m. and Saturdays at 12:00 and 3:00 p.m.
 - 2:00 pm wedding: The church is available for the wedding party 1:00-3:30 pm
 - 12:00 pm wedding: The church is available for the wedding party 11:00 am - 12:00 pm
 - 3:00 pm wedding: The church is available for the wedding party 2:00-5:00 pm
- Wedding rehearsals are Thursdays at 5:00 p.m. and Fridays at 4:00 and 5:00 p.m.
 - 2:00 pm wedding: The rehearsal is Thursday at 5:00 p.m.
 - 12:00 pm wedding: The rehearsal is Friday at 4:00 p.m.
 - 3:00 pm wedding: The rehearsal is Friday at 5:00 p.m.
- Safety hazards
 - Nothing may block access to exit doors or life safety items such as fire extinguishers.
 - Aisle runners are not permitted.
 - Decorations may not be affixed to any handrail in the building.
 - Flower petals, rice, confetti, birdseed, balloons or bubbles may not be used, thrown or released inside or outside the church.
- Church fixtures
 - Sanctuary appointments such as the ambo (pulpit), presider's chair, candlesticks, banners, altar cloths, the paschal candle, and any art or environment may not be altered or removed under any circumstances.
 - Handrails are for safety. Decorations may not be affixed to any handrail in the building.
- Church décor
 - Seasonal decorations already in place in the church must remain in place. You may add to what is there, but not change it. These items may not be removed or altered.
 - No runners in the aisles.
 - Different colors are used in the church during the varying liturgical seasons throughout the year. Expect to find some of these colors present in the church:
 - Easter season – white
 - Pentecost weekend – red
 - Ordinary Time – green
 - Nothing may be attached to or hanging from the pews.
 - No signage anywhere.

- Flowers
 - Altar flowers are allowed but not required; however, during the Easter season when there are abundant flowers at the altar, additional flowers are not allowed. If flowers are brought in, they must be delivered and in place at least 30 minutes prior to each liturgy.
 - Any arrangements near the altar may not be taller than the altar (39”).
 - Papier-mâché containers are not permitted.
 - Flower containers must present no danger of leaking.
 - No arrangements in the Narthex or gathering space.

- Candles
 - The only candles permitted are those already in place by the church staff.
 - Candles are not allowed in the aisles or on pews.

- Sacred Space
 - The altar is sacred; nothing may be placed upon it nor leaned against it.
 - Voices must be kept down during setup.
 - Food or beverage may not be brought into the church.
 - Alcoholic beverages are not permitted in or around the church.

- Clean up
 - All containers used for corsages, floral arrangements, etc. must be disposed of before leaving the church. Anything remaining will become the property of Gesu.
 - Please stack florist boxes neatly beside trash receptacles. This is the responsibility of the attending florist, not the church staff.
 - The wedding party, florist, or decorator is responsible for removing any arrangements, pew decorations, etc., following the wedding.

- A "Wedding Coordinator" has no role to play at Gesu. Both the rehearsal and the ceremony are organized and led by Gesu staff. If your coordinator decides to attend one or both, he/she may sit in a pew and observe. There is nothing he/she need do within the church.

Any questions about these policies can be directed to:

Associate Pastor: Thomas Anderson, S.J., at thomas.s.anderson@marquette.edu
or 414-288-4203

Adaptations to the policies may be made by Gesu Parish at any time.