



Wedding Planning & Marriage Preparation Packet

Dear Engaged Couple,

Divine Mercy Catholic Church congratulates you on your engagement and welcomes the opportunity to help you carefully prepare for your upcoming wedding liturgy. The information in this packet will assist you in making this important and blessed day go smoothly and are the requirements of Divine Mercy Catholic Church. If you need any further assistance or have any questions, please contact Mary Beth Purdie, Steward of Liturgy, and she will be happy to answer any question you may have.

Yours in Christ,

*Fr. Cory Rohlfing, Pastor
Divine Mercy Catholic Church*

*“Married Christians, in virtue of the Sacrament of Matrimony,
signify and share in the mystery of that unity and fruitful love
which exists between Christ and His Church;
they help each other to attain to holiness in their married life
and in the rearing and education of their children;
and they have their own special gift among the people of God.”
(Rite of Christian Marriage)*

Pastor
Fr. Cory Rohlfing
frrohlfig@divinemeracy.cc

Associate Pastor
Fr. Louie Floeder
frfloeder@divinemeracy.cc

Steward of Liturgy
Mary Beth Purdie
mbpurdie@gmail.com

MARRIAGE PREPARATION CHECKLIST

- **Contact your preparation DMCC Priest or Deacon **within 1 month of requesting a wedding**** to review the religious and sacramental nature of Christian marriage and the preparation process. It is easiest to reach to him via email (*see email addresses on previous page*).

- **On-line Pre-Marital Inventory:** The Steward of Liturgy will email you the directions to take the Fully Engaged Pre-marital Inventory, which is a personal growth guide for your relationship. You will also be assigned a Mentor couple. They will contact you to review the results. **We recommend taking survey and begin meeting with Mentor Couple 6 months before wedding.**

- **Engaged Encounter Retreat:** Sign up for one of the retreats offered. Couples may sign up for this retreat at any time during the preparation process, but they do fill quickly.
 - <https://stpaulminneapolis.engagedencounter.com/>
 - <https://www.archspm.org/marriage/marriage-preparation/>
 - *Please bring the Certificate of Completion to the Steward of Liturgy or the priest.*

- **Natural Family Planning Classes:** Couples are required to take a Natural Family Planning Class (NFP) to help you understand a method of family planning that strengthens your marriage. Couples may sign up for these classes at any time.
 - <https://www.archspm.org/marriage/natural%20family%20planning/>
 - See Natural Family Planning information for more options
 - *Please bring the Certificate of Completion to the Steward of Liturgy or the priest.*

- **Meet with the Steward of Liturgy 2 – 3 months before the wedding.** This will be an opportunity to review the Liturgy Planner, choose readings & music, and go over other details of your wedding day.

- Complete payment of all **Wedding Fees** prior to wedding (see Wedding Fee Checklist for details).

- **Required Documents:** (see Required Documents for details). Please bring these to the Steward of Liturgy or the priest.
 - Baptismal certificates for both bride and groom
 - Marriage License

PRESIDER OF THE CEREMONY

The decision about who will preside at your wedding takes into consideration the following guidelines:

- The request by the couple and the availability of the priest/deacon requested
- An attempt to distribute the assignments equally between the presiders at DMCC
- A priest or deacon who is not assigned to Divine Mercy is most welcome to preside! Please notify the Steward of Liturgy as soon as this is confirmed and return the Visiting Presider form to the Steward of Liturgy.

Do we invite the presider to the Rehearsal Dinner and / or Wedding Reception?

This is completely optional. If you wish to invite the presider to the Rehearsal Dinner or the Wedding Reception, it is recommended that you do so well in advance so that he can get it on his calendar. Don't assume that he will automatically attend.

Is it customary to pay our presider?

It is not necessary to pay the presider at your wedding; however, many couples choose to give a stipend or gift to the presider. A customary offering would be \$50-100.

REQUIRED DOCUMENTS

There are several documents which the couple must supply or fill out with the priest:

- **Baptism Certificates for both Bride and Groom**
 - Baptized at Divine Mercy Catholic Church: contact the office and request a copy. We cannot use the copy that you received when you were baptized, so you must obtain a new one. It must be issued within the last 6 months.
 - Baptized at a different Catholic church: contact them to obtain a recent copy. We cannot use the copy that you received when you were baptized, so you must obtain a new one. It must be issued within the last 6 months.
 - If you were baptized in a non-Catholic church, a copy of the original baptismal certificate will be adequate.
- **A marriage license valid in the State of Minnesota.**
 - After you have completed 12 hours of your preparation process, you are eligible for a discount on your marriage license. The priest will give you a notarized "Premarital Education Certificate" which you can take to the courthouse to receive this discount.
 - You can get your license in any county in MN.
 - Once you get your marriage license, it must be used within 6 months.
 - Please give the license to the Steward of Liturgy at least 2 weeks before the rehearsal.
- **Preuptial Questionnaire:** The priest/deacon will complete this when you are meeting with him.
- **Freedom to Marry Form:** The priest/deacon will complete this when you are meeting with him.
- **Permission from the Bishop** is needed for interfaith or second marriages.

CHURCH FACILITY GUIDELINES

Facility Usage: Please keep in mind that our parish facilities are used by multiple groups in a weekend.

Times for rehearsals and weddings:

- **Wedding rehearsals:** Wedding rehearsals are usually scheduled from **5:00 p.m. to 6:00 p.m.** on the evening prior to the wedding.
- **Friday evening weddings:** Typically Friday evening weddings are scheduled at **5:00 p.m.**
 - The church is reserved from 3:00 p.m. to 6:30 p.m.
 - The Bishop Dudley Activity Room is reserved from 2:00 p.m. to 6:30 p.m.
- **Saturday weddings:** Saturday weddings must start no later than **2:00 p.m.**
 - The church is reserved from 12:00 p.m. to 3:20 p.m.
 - The Bishop Dudley Activity Room is reserved for you from 10:30 a.m. to 3:00 p.m.

Flowers & Decorations:

- The couple may supply desired floral decorations. Please designate a person(s) to clean up the decorations after your ceremony.
- Seasonal environments (banners, flowers, candles, church furnishings), will remain in place in the church. **Permission is needed to move anything from the Altar.**
- Only silk flowers can be dropped by the flower girl.
- If using bows or other decorations on the pews, only 3M Command strips or ribbon can be used. No tape of any kind may be used. There are 16 pews on each side of the center aisle.
- No rice, confetti, birdseed or other things may be thrown on church property.

Aisle Runner: Aisle runners are not allowed as there is no way to secure them to the floor.

Unity Candle: Lighting a unity candle is optional. If candle lighting is desired, you may use our DMCC Unity Candle holder; however, you will need to provide the tapers (1" diameter) and the pillar candle (3" diameter). Candles should be brought to the Wedding Rehearsal.

Photography: Please give your photographer a copy of the Photographer/Video Guidelines. Photography in the church must not detract from the ceremony. Flash pictures may be taken only during the processional and recessional. Non-flash pictures may be taken during the Mass. Photographers are not allowed in the sanctuary (area at top of the steps). Pictures can begin at 12:00 pm and must be completed by 30 minutes prior to the wedding. There is minimal time for pictures after the ceremony on Saturdays.

Important:

- We are a Smoke Free Campus - no smoking is allowed in the church or on the church grounds.
- No gum, food or beverages are allowed in the church proper! Light food and beverages may be provided by the wedding couple and set up in the St. Faustina Commons. Due to state regulations, no one is allowed in the kitchen.
- No alcohol is permitted anywhere on church property, including the parking lot. Alcohol consumption by the bride or groom or witnesses before the wedding can invalidate the marriage.

PLANNING YOUR WEDDING CELEBRATION

Because Divine Mercy is a busy, life-filled parish, we do have several expectations of everyone who uses our facilities:

- Wedding rehearsals must begin on time.
- Weddings must begin on time.
- The Church / Narthex / Bishop Dudley Activity Room are clean after use:
 - All garbage picked up
 - All decorations picked up
 - All furniture, etc. returned to its proper place

Full Mass or Wedding Ceremony

A wedding between two Catholics is celebrated as part of a Mass. A wedding between one Catholic and one other Christian is generally not celebrated as part of a Mass and is called a Wedding Ceremony. Speak with the priest arranging your marriage if you desire something different.

Music

- **Music Ministers:**
 - The Steward of Liturgy will arrange for a DMCC accompanist and cantor to lead music at your wedding.
 - Any outside accompanists or cantors need to have permission from the Steward of Liturgy.
 - Beyond the cantor and accompanist, you may add extra instrumentalists as you wish.
 - *Recorded music is not acceptable during the wedding liturgy.*
- **Selection of Music:**
 - When choosing music for your wedding, the music, especially the words, must be appropriate to a worship service.
 - The Steward of Liturgy will provide you with a list of popular wedding music choices. You are not limited to the music on this list – it is provided to make music selection easier for you. However, any music not on the list is subject to approval.
 - If you have selected a piece of music that the musicians do not have, you will be responsible for purchasing or providing any music needed (*Photocopied music is illegal*). The Steward of Liturgy can assist you with this if necessary.

Wedding Rehearsal

- An assigned **Wedding Rehearsal Facilitator** will coordinate your wedding rehearsal and will be present the day of the wedding to ensure everything goes smoothly.
- At the rehearsal, the wedding party will “walk through” the liturgy.
- The complete wedding party, including ushers, parents of the bride & groom, readers and others with special roles, should be present at the rehearsal.
- The rehearsal is not a time for musicians to practice.

*Again, congratulations on your engagement.
We are blessed to be able to be a part of your special day.
Please do not hesitate to reach out to the Steward of Liturgy if you
have any questions!*

DIVINE MERCY CHURCH WEDDING FEE CHECKLIST

Wedding Fee	Cost covers the cost of marriage prep materials, pre-marriage inventory and facility usage.	\$250
Accompanist / Cantor	The Steward of Liturgy will arrange for a DMCC accompanist and cantor to lead music at your wedding.	\$350
<i>Optional – Recording & Livestreaming</i>	<i>We have the capabilities through our camera system at church to record and livestream. This is option and depends on if we have a trained volunteer to run the system.</i>	\$200

Marriage Preparation Requirements

- The Weekend Retreat and NFP Classes are paid separately.
- Cost varies with different options.

*** No one is denied a Sacrament in the church because of an inability to pay. If you need financial assistance or the fees are creating undue hardship, please let us know! ***

Please give these guidelines to your photographer / videographer

TO: Photographer / Videographer
FROM: Divine Mercy Catholic Church
SUBJECT: Wedding Pictures / Video Guidelines

We are grateful for your role in helping this couple remember the beauty of their wedding day. We have a few simple guidelines to help their important day remain a day of dignity and beauty. Thank you for your cooperation.

- Pictures need to be completed 30 minutes prior to the wedding. This includes taking down the equipment, etc.
- Flash pictures during processional & recessional only.
- If any pictures are taken after the wedding, everyone must be out of the church by 3:20 p.m.
- Seasonal church decorations cannot be moved.
- Photographer / Videographer not allowed in Sanctuary (area on top of the steps) during the ceremony.
- Videographer cannot tie their equipment into the DMCC sound/video system, unless prior permission from Steward of Liturgy is obtained.
- If you have questions, please call the Steward of Liturgy.

Steward of Liturgy
Mary Beth Purdie
mbpurdie@gmail.com

Natural Family Planning

Course Registration

Couple to Couple League



Dear Engaged Couple,

Congratulations on your engagement! We pray that this time of preparation for the sacrament of Holy Matrimony is blessed, peaceful, and holy. May you both grow closer to Our Lord and one another during this time.

We are excited to offer you Couple to Couple League's Natural Family Planning (NFP) course as part of your marriage preparation requirement. Through this course, you will learn God's beautiful plan for marriage and family size. Some of the benefits of this course include better communication, a more intimate and fulfilling sex life, and tremendous joy and freedom blessing your marriage! Included in this packet are some items that we believe will be of great interest to you.

This course can be taken live onsite, live online, or self-paced online. More information can be found on our website at ccli.org. Registration can be completed online.

Please feel free to contact us with any questions or concerns.

God's Blessing on your engagement,

Ron and Kay Keller (CCL Teaching Couple) (507) 334-6215

Gerry and Julie Hoisington (CCL Teaching Couple) (507) 334-3190

Jeremiah and Krista Foxhoven (CCL Teaching Couple) (507) 412-0205

To register online:

www.ccli.org → Search/register → Register for a class → Zip Code

VISITING PRESIDERS

AT DIVINE MERCY WEDDING CELEBRATIONS

If you have made arrangements to have an outside Catholic Priest or Deacon preside over your wedding at Divine Mercy Catholic Church, please submit this form to the Steward of Liturgy as soon as arrangements are made.

It is up to your visiting Priest/Deacon to contact our Chancery for the appropriate approvals to be granted. This should be done at least 2 months prior to your wedding date.

Bride: _____

Groom: _____

Wedding Date: _____

Visiting Presider: _____ Catholic Priest _____ Catholic Deacon

Name: _____

Parish: _____

Address: _____

City, State, Zip: _____

Email: _____

Phone: _____

Diocese (City / State): _____

Return this form to:

Divine Mercy Catholic Church
Attn: Steward of Liturgy
15 SW 3rd Ave
Faribault, MN 55021
Or via email: mbpurdie@gmail.com