

## *The Church of Saint John and Saint Mary in Chappaqua*

### The Holy Sacrament of Marriage Information Page

Congratulation! You are planning to get married! Here at Saint John and Saint Mary's there are certain regulations that are to be observed. We hope the following list will make things easier for you.

1. Contact the Parish to confirm with Priest and office the date and time of your wedding.
2. The marriage is to take place in the parish Church of the bride. To be married here, the bride and her family must already be registered in the Parish. Should the bride be a non-Catholic, the marriage will then take place in the parish Church of the Catholic groom. If the bride and groom are not members of Saint John and Saint Mary yet wish to be married in our parish, you must first contact the Pastor before a date can be arranged.  
Weekly Mass attendance is expected.
3. The latest time for a wedding is 3 PM on Saturday.
4. If there is a scheduling change for the wedding time or date, it must be confirmed by the priest and wedding couple within the Parish Office.
5. The couple must attend a Marriage Preparation Program approved by the Archdiocese. Engaged Encounter weekend recommended.
6. Each person **MUST** obtain a NEW copy of their Baptismal Certificate.  
Copies more than six months old are not accepted.
6. Records of Communion and Confirmation are to be obtained.
7. Written parental consent is needed for anyone under 21.
8. A letter of free state is to be obtained from the groom's Parish as well as Baptismal, Communion and Confirmation certificates.
9. If one is a non-Catholic, a clear understanding of the promises made by the Catholic party is to be had. The non-Catholic party is to bring testimony that he/she has never been married. It is most important that you inform the priest from the beginning if there was a previous marriage for either the bride or groom even if that marriage was a civil marriage.
10. If you move or change your phone number, you should inform us. If we can not get in touch with you for this reason, we will presume the wedding is canceled.
11. All paper work must be completed at least one month prior to the marriage.
12. It is expected that you bring the marriage license to the rehearsal.
13. Marriages are expected to start within five minutes of the scheduled time. **NO** rice, bird seed or confetti, only bubbles are allowed. Aisle runner (white carpets) are not used in either Church.
14. ***The Music Director, Mr. Kyle Mange (email: kylemange@hotmail.com) must be called as soon as the date for your wedding is booked. If you are planning to use your own musicians, you still must call Mr. Mange to have all music approved and pay the bench fee of \$350.00.***
15. Altar flowers must be left in the Church as the decoration for the weekend. All other flowers and decorations must be removed at the end of the wedding.

### **OFFERINGS ARE DUE WHEN WEDDING DATE IS SCHEDULED**

- **SACRAMENTAL OFFERING TO THE PARISH \$650.00**  
**(Other fees may apply if additional documentation/dispensation are required.)**
- **BENCH FEE FOR MUSIC \$350.00 for consultation and organist/singer.**