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WEDDING POLICY

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Your wedding day is a joyful occasion for you, your families, and friends. Your marriage joyfully reminds Christians that the Church is married to, or in a covenant with God. The sacrament of matrimony unites a man and a woman, who promise to love each other as God loves His people. We very much believe that a wedding in Church is prayer. The Bible readings, music, procession, vows, photography, and participation by everyone present help make the ceremony a prayer. We at Sacred Heart, hope to make your wedding a happy and holy occasion.

Please read each section carefully to make sure you understand our policies before scheduling your wedding at Sacred Heart. Feel free to call the parish office if you have any questions regarding the policies.

WHO CAN GET MARRIED AT SACRED HEART OF JESUS?

We welcome both parishioners and non-parishioners; as long as at least one member of the couple is a baptized and practicing Catholic, both are free to marry in the Church, and have the permission of their parish pastor.

Parishioners should call the parish office to request an appointment with the pastor to begin the required marriage preparation and discuss their fee.

Engaged couples who are not Sacred Heart parishioners are expected to undergo marriage preparation with their priest. That priest may also serve as the Celebrant for the wedding itself, or the couple may arrange for another priest to be the Celebrant. The clergy here at Sacred Heart is available to couples who are registered, active parishioners here; and on a limited basis for non-parishioners with their pastor's permission and an additional fee. Therefore, it is strongly advisable to communicate with your officiating clergy to confirm their availability before scheduling a wedding at Sacred Heart.

If either party has been married before, an annulment may be necessary. Contact the priest preparing you for marriage immediately. We are unable to schedule a wedding until you have received confirmation that your annulment has been granted.

TIMES AVAILABLE FOR A WEDDING & REHEARSAL

Times are established to avoid interference with regular liturgical activities. Additionally, there are special weekend events and celebrations held throughout the year, which might preempt weddings.

- No weddings will be booked less than 6 months before the anticipated wedding date.
- No weddings are scheduled during Lent.
- Wedding times are flexible Monday through Thursday.
- **Fridays 5:00 pm:** access to church 3:15 - 6:30 pm. Rehearsal: Thursday at 7:00 pm
- **Saturdays 2:00 pm:** access to church 12:15 pm - 3:30 pm. Rehearsal: Friday at 7:00 pm
- **Saturdays, 7:00 pm:** access to church 6:15 pm - 8:30 pm. Rehearsal: Thursday at 5:30 pm

Please inform the individuals you have asked to take part in your wedding that they are committing to be at the rehearsal on time. Couples are responsible for assuring that both they and their wedding party arrive at the church at least 15 minutes before the start of a rehearsal. Rehearsals usually take no more than one hour. This includes the wedding party, parents, and readers. The wedding rehearsal is directed by the Presider, focuses on all those who have specific duties during the wedding and starts promptly at the assigned time. Bring your Indiana Marriage License to the rehearsal. The Marriage License, wedding programs, and unity candle, if used, are the only things

that may be left at the church.

COST AND WHAT IS INCLUDED

Parishioners: Registered parishioners, and the sons and daughters of registered parishioners, who have been active and participating in the parish for at least one year and wish to reserve a wedding date.

Non-parishioners: The fee for celebrating a wedding at Sacred Heart is \$2000 and is non-refundable and a refundable Damage deposit. Damage deposit check need to be dated to wedding date.

The church wedding fee for all couples includes a wedding liturgy coordinator, altar servers if requested, and basic church expenses.

- a) Use of our church.
- b) Service of our wedding liturgy coordinator (host/hostess)
- c) Use of the Rectory will be available for the bride and bridesmaid prior to the wedding. Also the chapel will be available for the groom and groomsmen.

The parish reserves the rights to use the deposit to cover such as:

- If incense is used and a false alarm is activated.
- Fire Department shows up to the church.
- Cleanup/damages if the church is abnormally disorganized.
- If rice, rose petals or bubbles are used
- Damage of the pews and other surfaces if tape, tacks, nails, wires, and other adhesives are used in the church, on the furnishings, or the church doors
- Or if something is broken like microphone, piano/organ because of careless actions.

A wedding liturgy coordinator from Sacred Heart will contact the couple approximately 3 months before the wedding date, to confirm music selections and to review plans for the wedding rehearsal and liturgy. He or she will be present for both the wedding rehearsal and the wedding liturgy to help ensure that everything proceeds as planned. He or she will also be able to answer any questions you may have about your ceremony.

You may have friends or relatives, who are altar servers, participate in your wedding as altar servers. If you want Sacred Heart to provide servers, please notify your wedding liturgy coordinator when you consult with him/her.

All fees are non-refundable. In the event of the church not being available due to a national or state emergency, every effort will be made to reschedule. A 50% refund will be made only if the rescheduled date is not available at Sacred Heart.

The fee does not include your marriage license, the fee to your officiant, musicians, cantor, marriage retreat cost, wedding programs, or worship aids. If you have any questions about anything, please contact your wedding liturgy coordinator.

MARRIAGE PREPARATION

The Catholic Church requires formal preparations to assist engaged couples in preparing to live their sacrament. These include conferences with a priest and a pre-marriage seminar. Please obtain information from the priest or deacon presiding at your marriage as soon as possible, classes fill up fast. Also, request a copy of your baptismal record including marginal notes from the church of your baptism. The priest or deacon presiding at your marriage will need an official copy of your baptismal record that has been issued within the last 6 months.

MUSIC & VOCALS

The organist and vocalists are scheduled and paid separately by the couple. An organ and a piano are available in the church. The church sound system is to be used exactly as it is provided. **No plug-ins allowed.** Procuring vocalists and musicians is the responsibility of the couple. Once your wedding has been confirmed, you will receive a list of organists that Sacred Heart parish recommends. These organists are familiar with both our church organ and music policies. A Church wedding is a sacred rite invoking the blessing of God on the union of the bride and groom. Any music used in the church must mirror the dignity of Sacred Heart Church and the sanctity of the sacrament that is being celebrated. Music selected should express the praise of God, Christ, and His Church as the model and foundation for marriage, and the asking of our Lord's presence and blessing. That being said, music from the operatic stage, secular theater, or popular culture is not permitted. Only appropriate liturgical music is to be played in the church on your wedding day. All music selections must be approved. To assist you in selecting appropriate music, please see our Wedding Music Policy.

PHOTOGRAPHY AND VIDEOTAPING

Videotaping may be done from the choir loft which offers a great view. No equipment may be placed on the organ. Photographers and their equipment are not allowed in the sanctuary (beyond the communion rail). The photographer and equipment must not block the visibility of your guests or the flow of the ceremony. No drones are to be used inside or close to the outside of the Church. You are welcome to have an "unplugged ceremony" sign to remind guests to turn off or put away their cell phones.

DRESS CODE

Attire for all persons in the wedding party should be appropriately modest and suitable for a sacramental liturgy. Low-cut fronts showing cleavage, open midsections, or illusion/sheer-style bodices that give the appearance of a bare midsection are not appropriate for church. Should you purchase a gown like this, cleavage, and any area on the midsection that is bare, or gives the appearance of, must be covered while in church. Your bridal salon or boutique should be able to assist you with a "modesty panel" for low-cut gowns or an appropriate covering to match the style and material of your gown or that of your bridesmaids. Your wedding is an official liturgy of the Church.

ARTS AND ENVIRONMENT

You may make arrangements with any florist to provide flowers. Because they damage the pews and other surfaces, tape, tacks, nails, wires, and other adhesives are not to be used in the church, on the furnishings, or the church doors. Please consult with the wedding liturgy coordinator about the placement of arrangements or other church décor. Protection from leakage and dripping must be provided when live plants are used. All floral arrangements not being left behind must be removed immediately after the wedding. Flower girls may not throw petals (real or silk). Instead, they may carry a small bouquet, floral pomander, or a basket of flowers. No members of the wedding party are to carry banners with writing or phrases on them.

Chairs and kneelers may be placed in the sanctuary for the bride and the groom. Moving of church furniture, flower arrangements, candles, and any other devotional items is not allowed. Since the altar is a sacred place, nothing may be placed on it except what is used for Mass. **For safety reasons, aisle runners are not allowed.**

CUSTOMS

Your wedding is a holy sacrament of the Church and will be conducted as such. The only wax candles allowed are:

- the candles set next to the altar
- the unity candle and two side candles

The unity candle is not a part of the Catholic Rite of Marriage. If used, the church wedding coordinator will direct the proper placement of the unity candle. If used, couples are responsible for providing the unity candle and side tapers, along with their respective candle holders, for the mothers to light.

Sand ceremonies or other non-sacramental actions are not permitted at Sacred Heart. Rice, confetti, birdseed, and bubbles are not permitted on church property. **No exceptions.**

You may have ribbon streamers for your guests to wave at your exit from the church.

A PLACE OF WORSHIP

- Adults and children need to be well mannered before, during, and after the rehearsal and ceremony. Children must be attended to at all times. There is no “cry” room.
- Eating, drinking, and smoking are not permitted in the church, parish office, or restroom. **Alcoholic beverages are not permitted on Church property. The Celebrant has the prerogative to act with discretion in the event of intoxicated behavior.**
- Still photography and videotaping must respect the dignity of the ceremony.
- The time for taking photos is limited because the primary purpose of the church is prayer.
- A small room is available in the parish office for the bridal party to wait for the ceremony to begin. The groom and groomsmen are welcome to wait in the chapel before the ceremony. All members of the wedding party, including the bride, need to arrive at Sacred Heart already in their wedding attire, as we do not have accommodations for dressing available.
- If you wish to greet your guests after you are married, please do so at the reception.

Dismissing each aisle is not allowed due to time constraints.

STIPEND FOR THE PRESIDING PRIEST OR DEACON

Please remember the Celebrant of this most joyous celebration has devoted much time and energy in preparing to make this a memorable and beautiful service. As a sign of gratitude to him, a stipend is very much appropriate and most welcomed by the priest or deacon. Check with your presider regarding customary stipends.