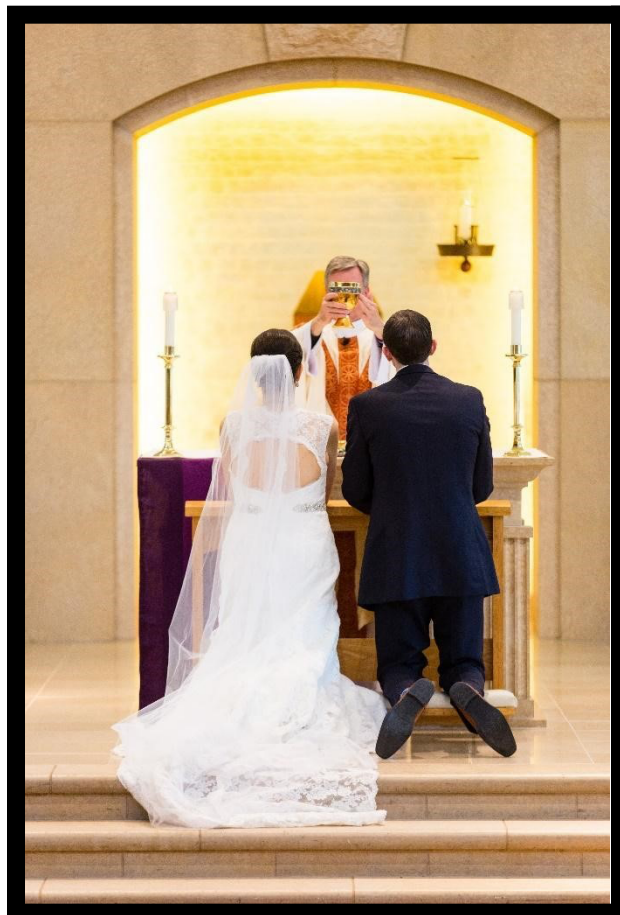


OUR LADY  OF GRACE
CATHOLIC CHURCH
EDINA



PREPARING FOR THE SACRAMENT OF
MARRIAGE

Wedding Policies and Planning Guide

Our Lady of Grace Catholic Church
Office Hours: Monday-Friday 8:30 a.m. – 4:30 p.m.
5071 Eden Avenue
Edina, Minnesota 55436
Telephone: 952-929-3317
Website: www.olgparish.org

Parish Contacts

Lisa Miller, Marriage and Family Coordinator

952-929-3317 Ext. 9032

lisamiller@olgparish.org

Lisa is the first point of contact for newly engaged couples who plan to either get married at Our Lady of Grace or receive marriage preparation through the Church. Lisa will meet with the couple to plan the date of the wedding and rehearsal and connect you with the other members of the Marriage and Family Team. Lisa also works with the marriage mentor couples and helps engaged couples with assignments to their mentors.

Anna Schmitz, Marriage and Family Administrative Assistant

952-929-3317 Ext. 9315

annaschmitz@olgparish.org

Anna works with couples to communicate all the details and paperwork necessary for marriage preparation and wedding records. She is available to answer questions by email or phone and can direct you to another member of the team, if necessary.

Susanne Hoy, Wedding Music Coordinator

Susannehoy@olgparish.org

Couples reach out to Susanne 3-4 months prior to the wedding date. She assists couples with choosing music and will create the worship aid program for the wedding.

Mary Carlson, Wedding Day Coordinator

Cell: 952-457-5499

marycarlson@gmail.com

Mary is the coordinator and leader of the rehearsal and wedding day itself. She will help coordinate with your photographers, florists, lectors, and other participants in the ceremony. Mary will reach out to you 1-2 weeks prior to the wedding.

Fr. Kevin Finnegan, Pastor

952-929-3317 Ext. 9031

frfinnegan@olgparish.org

Fr. John Utecht, Associate Pastor

952-929-3317 Ext. 9033

frutecht@olgparish.org

Patrick Freese, Exec Asst to the Priests

952-929-3317 Ext 9050

patrickfreese@olgparish.org

Contact Patrick to schedule your meetings with the priests.

“Arise, my beloved, my dove, my beautiful one” (Song of Songs 2:14)

“The intimate community of life and love which constitutes the married state has been established by the Creator and endowed by him with its own proper laws.... God himself is the author of marriage.” The vocation to marriage is written in the very nature of man and woman as they came from the hand of the Creator. Marriage is not a purely human institution despite the many variations it may have undergone through the centuries in different cultures, social structures, and spiritual attitudes. These differences should not cause us to forget its common and permanent characteristics. Although the dignity of this institution is not transparent everywhere with the same clarity, some sense of the greatness of the matrimonial union exists in all cultures. “The well-being of the individual person and of both human and Christian society is closely bound up with the healthy state of conjugal and family life.

“God who created man out of love also calls him to love the fundamental and innate vocation of every human being. For man is created in the image and likeness of God who is himself love. Since God created him man and woman, their mutual love becomes an image of the absolute and unfailing love with which God loves man. It is good, very good, in the Creator's eyes. and this love which God blesses is intended to be fruitful and to be realized in the common work of watching over creation: “and God blessed them, and God said to them: ‘Be fruitful and multiply, and fill the earth and subdue it.’

“Holy Scripture affirms that man and woman were created for one another: “It is not good that the man should be alone.” The woman, “flesh of his flesh,” i.e., his counterpart, his equal, his nearest in all things, is given to him by God as a “helpmate”; she thus represents God from whom comes our help. “Therefore, a man leaves his father and his mother and cleaves to his wife, and they become one flesh.” The Lord himself shows that this signifies an unbreakable union of their two lives by recalling what the plan of the Creator had been “in the beginning”: “So they are no longer two, but one flesh.” – (*Catechism of the Catholic Church, paragraphs 1603-1605*)

Congratulations on your engagement! May this season of your life be one of grace and heavenly blessing!

You are coming to the Roman Catholic Church to be married, and a Catholic wedding is much more than a social event; it is a Sacrament instituted by Jesus, in which a man and woman become one in the presence of God and community. The staff of Our Lady of Grace will assist you as you plan for this momentous, sacred day, and this preparation will reflect the principles that govern Catholic liturgical celebrations.

The following guidelines will help you understand the role of Our Lady of Grace in preparing you for your celebration of your marriage. While it may seem like quite a bit of information, these guidelines are in place to make sure that this time of preparation is joy-filled and free of worries. If you have questions or concerns about anything regarding your upcoming marriage, please do not hesitate to contact us at the above contact information!

General Information

Eligible Wedding Couples

To be married at Our Lady of Grace, one or both members of the engaged couple must be a practicing Catholic and a registered Our Lady of Grace parishioner or have parents who are registered parishioners.

Scheduling a Wedding

Contact the parish office prior to arranging any of the other details of your wedding. An initial meeting will enable the Marriage and Family Coordinator to outline the requirements of marriage preparation for the Archdiocese of Saint Paul and Minneapolis, as well as specific details for weddings at Our Lady of Grace. A wedding date and rehearsal date will be tentatively set after this meeting and will be confirmed within a week of the meeting. This meeting will also allow you to clarify any questions you may have regarding the wedding policies.

Please note that Our Lady of Grace staff must speak with the couple directly. Weddings cannot be scheduled with families of the couple, or with a wedding consultant. Before any arrangements can be made, please call Lisa Miller, Marriage and Family Coordinator, at 952-929-3317 to arrange an initial meeting with her.

Note:

- 1. If you or your parents are not members of OLG, you must register. Please attend the next New Parishioner welcome event. You will find the dates of the monthly event [HERE](#) or at olgparish.org, "About Us" tab: "Become a Parishioner"**
- 2. If you have been previously married, you will need to meet with the pastor or associate before any date can be set. No exceptions.**
- 3. Only the Marriage and Family Coordinator can set a date for a wedding here at OLG. No exceptions given.**

If you are not a registered member of Our Lady of Grace: If you recently moved to the area, requests for use of Our Lady of Grace by non-parishioners will be considered on an individual basis. Couples are encouraged to first engage their home parish or the parish where you anticipate

being active members after your marriage before considering Our Lady of Grace, as this respects the relationship you have with your current pastor and your commitment to your home parish.

Wedding Times

Wedding celebrations are scheduled as follows:

- ◇ Friday at 4:00, 4:30, 5:00 p.m.
- ◇ Saturday at 2:00, 2:30 or 3:00 p.m.

Weddings are not scheduled on Sundays, Holy Days, or during times of regularly scheduled parish services. Generally, we do not celebrate weddings during Lent.

Rehearsal Times

Rehearsals are scheduled as follows:

- ◇ For a Friday Wedding: Thursday at 5:00 p.m.
- ◇ For a Saturday Wedding: Friday at 5:00 p.m.

Because of the number of weddings which are performed at Our Lady of Grace, when we have a wedding on both Friday and Saturday, we will negotiate with the couple getting married on Saturday regarding rehearsal times. A Friday evening rehearsal may be moved to Thursday at 6:00 p.m. if a Friday evening wedding is scheduled. Friday rehearsals will not be confirmed until six months before the day of the wedding by the Marriage and Family Admin Assistant.

Wedding Fees

The fee to marry at Our Lady of Grace is \$1,000, which covers the administrative process to help you prepare for your wedding, the use of the church, an organist or pianist, a Wedding Coordinator, Liturgy Guide, and the fees associated with your marriage preparation which is facilitated at Our Lady of Grace. For those who are preparing at another parish, the fee is \$900. If you are completing your marriage preparation through Our Lady of Grace but your ceremony is being held elsewhere then the fee is \$100.

Payment

Payment in full is required within two months of a tentative date being scheduled. If the payment is not received within this time, the date will not be held indefinitely and may be given to another couple or parish event.

We ask that payment be made by check; please mail the check to the Marriage and Family Admin Assistant at Our Lady of Grace. Make checks payable to “Our Lady of Grace Catholic Church.” Please put the names of the engaged couple and the wedding date on the memo line of the check.

Payment is received as agreement to adhere to the *Our Lady of Grace Wedding Policies*.

Presiders

- ◇ An Our Lady of Grace priest will be appointed to serve as your presider.
- ◇ Couples may request a priest, but approval is subject to their availability.
- ◇ If the couple would like a Catholic priest or deacon from outside the parish to preside at the wedding, the couple may submit the request to the Director of Marriage and Family.
- ◇ Guest Presiders: Please note that all visiting priests and deacons must follow the Archdiocesan guidelines, to which we cannot, and will not make any exceptions. To preside at a wedding at the Our Lady of Grace, a priest or deacon must be in good standing with his diocese/religious community and provide proper documentation to our Director of Marriage and Family through the Office of the Chancellor at the Archdiocese of Saint Paul and Minneapolis. If working with a visiting priest, have him contact us six months ahead of time to complete necessary paperwork.

Guest Presiders and the Wedding Celebration

A Catholic wedding Mass or Ceremony must comply with the *General Instruction of the Roman Missal* and must be in keeping with Our Lady of Grace’s Wedding Policies and celebration format.

A wedding coordinator provided by Our Lady of Grace will conduct the rehearsal; guest presiders are respectfully requested to comply with the directions of the Our Lady of Grace personnel entrusted with conducting the rehearsal. Requests for ceremony adaptations, however minor, must be made in writing to the Marriage and Family Admin Assistant no less than one month prior to the wedding date. All final decisions regarding weddings at the Our Lady of Grace will be approved at the discretion of the Pastor.

Additional Catholic Clergy

Should the engaged couple have Catholic priests or deacons among their family and friends, the couple is most welcome to invite the clergy to participate in the ceremony. The priest or deacon can contact the Director of Marriage and Family at Our Lady of Grace to make arrangements.

Ministers of Other Christian Denominations

We welcome ordained men and women of faith to the wedding celebration. As this is a Catholic celebration, it is not appropriate for a non-Catholic minister to vest. A wonderful opportunity to include an ordained friend or family member is at the Universal Prayer (Prayer of the Faithful) which leads the community in prayer for the couple. This should be discussed with the presiding priest.

Checklist for Guest Presiders

- ◇ Send a “letter of intent” to the Pastor of Our Lady of Grace. The letter states that the priest or deacon will file the correct paperwork with the Archdiocese and will preside at the wedding. The letter must include the date and time of your wedding.
- ◇ If the officiant is not a priest or deacon from the Archdiocese of Saint Paul and Minneapolis, he must have his diocese’s chancery contact the chancery of the Archdiocese of Saint Paul and Minneapolis to get permission to preside at the ceremony. This is the universal policy of the Catholic Church.
- ◇ Any questions or concerns regarding a guest presider may be sent to the Marriage and Family Admin Assistant of Our Lady of Grace.

Marriage Preparation

Our marriage preparation ministry assists couples desiring to be married in the Catholic Church. Your preparation includes working with a mentor, taking and discussing the results of a personal inventory, and learning practical tools to use for a long and fruitful marriage, attending a retreat and learning about Natural Family Planning. These three steps need to be completed at least two months before the wedding.

Marriage Preparation Key Steps

- ◇ **Mentor Couple Program:** Engaged couples meet with a trained mentor couple to gain a richer understanding of marriage in the Catholic Church. The mentor couple gladly hosts you for these sessions in their homes. As part of Our Lady of Grace’s mentor couple program, couples take a pre-marriage inventory called “Fully Engaged.” This inventory will become the basis for their conversations. The pre-marriage meetings consist of about five sessions with the mentor couple. This preparation is included with the wedding fee.

There are rare instances when Our Lady of Grace may not be able to accommodate a couple through our mentor couple program due to extenuating circumstances. In this case, the

couple will go through Agape Catholic Ministries to fulfill their marriage mentoring requirement. Agape Ministries is an online marriage preparation program that is built upon Saint John Paul II's Theology of the Body and provides personalized one-on-one mentoring from trained married couples.

- ◇ **Marriage Retreat:** Couples preparing for marriage are required to attend what is commonly referred to as a Marriage Retreat. The retreat cost is not included with Our Lady of Grace's wedding fee. Couples may sign up for this retreat at any time; they do not have to wait until they have secured a wedding date. Either of the following retreats may be considered:
- ◇ The Archdiocesan program called "*Living God's Love*" is a blending of spiritual and practical marriage preparation; the retreat takes place on a Friday evening and the following Saturday. The cost of this program is \$250. Register at: <http://www.archspm.org/sections/marriage-preparation/>
- ◇ Catholic Engaged Encounter is an overnight retreat which takes place on a Saturday and Sunday. The cost of this program is \$330. Register at: <https://www.ceemn.org/register>
- ◇ More information regarding either of these retreats is available through the Director of Marriage and Family.
- ◇ **Natural Family Planning (NFP) classes:** Natural Family Planning offers a scientific, moral, and healthy means to achieve or delay pregnancy; recommended programs include Couple to Couple League and Fertility Care Center. The wedding fee does not cover NFP classes; however, some medical insurance programs cover the cost of NFP classes. Couples may sign up for these classes at any time; they do not have to wait until they have secured a wedding date. See brochures for details.

Preparation at Another Parish

If a parish other than the Our Lady of Grace is overseeing the marriage preparation, the party overseeing the preparation is required to provide the following completed documents to Our Lady of Grace no less than two months before the wedding date:

- ◇ Pre-Nuptial Questionnaire [with seal of Chancery, if required]
- ◇ Dispensation Forms [if required]
- ◇ Freedom to Marry Forms [if required]

- ◇ Baptismal Certificates [Baptismal certificate of Catholics must be issued no more than six months prior to the wedding date.]
- ◇ Marriage License [Marriage license must be issued no more than six months before the wedding date.]
- ◇ Certificate of Completion from a marriage preparation program
- ◇ Other forms as indicated by the circumstance

Please be advised that no wedding can take place at Our Lady of Grace without the above documents properly completed and submitted to the Marriage and Family Admin Assistant at Our Lady of Grace. It is the responsibility of the couple and the pastor of the preparing parish to ensure that Our Lady of Grace receives the documents no less than one month before the wedding.

Spiritual Growth

Come and worship with your faith community – we look forward to joining you in prayer! The following opportunities exist for celebrating the sacraments at Our Lady of Grace:

Mass

- ◇ Monday-Thursday: 6:15 a.m., 5:30 p.m.
- ◇ Friday: 6:15 a.m., 9a.m.
- ◇ Saturday: 8:30 a.m., 5:00 p.m. (Vigil)
- ◇ Sunday: 7:30 a.m., 9:30 a.m., 11:30 a.m., 5:00 p.m.

During your months of preparation, we invite you to celebrate the Sacrament of Reconciliation. Typically, you may have an opportunity to celebrate Reconciliation at your Engaged Conference. Reconciliation at OLG is offered at the following times:

Confession

- ◇ Monday – Thursday 4:30 – 5:20 p.m.
- ◇ Saturday: 9:00 a.m. – 10:00 a.m.
- ◇ Or by appointment

Consider your engagement as an opportunity to deepen your Catholic faith and grow in your relationship with Jesus Christ. A Sacrament is an encounter with Jesus that imparts His grace prepare your heart to receive the grace of God on your wedding day in the sacrament of Holy Matrimony!

Planning Your Wedding Celebration

The staff of Our Lady of Grace works with you to plan a wedding celebration that is beautiful and is in keeping with the best of Catholic liturgy, theology, and spirituality. A couple's wedding service celebrates the love they have for one another; and the love they have for God, their families, and the community. A Catholic worship service is communal: a couple's choices should invite and make it possible for their families and friends to more fully enter the celebration. Above all else, a Catholic wedding ceremony gives glory to God.

Initiating the Planning Process

A link to an online Wedding Planning file called Pastoral Parish will be emailed to you by the Marriage and Family Admin Assistant. Pastoral Parish will assist you in the preparation and layout of your marriage Mass/ceremony. Please fill out this online file on Pastoral Parish as much as possible at least four months before your wedding; the document will be used by both the Our Lady of Grace wedding team and priests to assist you with further planning.

Wedding Attire

When choosing wedding attire, your choice must reflect the dignity of a Catholic marriage. Some styles are more appropriate for evening wear than they are for a sacred event held in a holy place. Please remember that your wedding is a public ceremony held within the Roman Catholic Church in front of God, but also your officiant and your guests.

Issues of good taste and consideration for others do apply when searching for wedding attire. Remember that what you wear will be before God, your grandma, and your priest. Additionally, there are some practical considerations to keep in mind. Will you be able to move and sit comfortably without repeatedly adjusting your dress? A good seamstress can make adjustments to ensure that your gown is constructed in a way so that it will stay in place. Insets of illusion, a shrug, bolero or embellishments may also be appropriate for the ceremony portion of your day. Other considerations during your dress fittings: Will your dress allow you to climb up and down three steps to the altar? Will you be able to kneel as required during the Eucharistic Prayer, if you are having a Mass?

If time allows before your ceremony, it is often helpful for the bride and groom to take a few moments in their wedding attire to practice moving to and about the altar as practiced during the rehearsal. This will allow you to feel confident, relaxed and be able to be fully present to one another and to God during your wedding liturgy.

As you weigh these options, feel welcome to reach out to Mary Carlson, Wedding Day Coordinator, with any specific questions.

Best Man and Maid of Honor (Witnesses)

Minnesota state law dictates that the official witnesses, the Best Man and Maid [Matron] of Honor, must be at least sixteen years of age. Please choose a man to serve as Best Man and a woman to serve as Maid [Matron] of Honor. Other wedding party members may be any age.

Bridesmaids and Groomsmen

The bridal party is chosen from family and friends who love the couple and will support their Catholic marriage. Couples are advised that elaborate and large wedding parties and processions be avoided for practical reasons and are reminded that only two witnesses are necessary for the wedding ceremony.

Ushers

Ushers carry out several important roles.

1. They greet guests and hand out programs.
2. They usher guests into the church and help seat them. It is perfectly fine to have groom's guests to sit on the bride's side and vice versa.
3. They straighten up the church after the ceremony (programs, tissues, flowers, etc.).
4. They clean up any lunch leftovers.
5. They help wedding guests upon exiting the church.

It is necessary to have two to four ushers in addition to groomsmen. Our recommendation is to have one usher per fifty guests. Groomsmen are often busy with photographs as the guests are arriving and are therefore unable to seat them. Ushers are also able to assist at the beginning and end of the ceremony. Ushers have the additional responsibility of picking up the church after the ceremony, unless the wedding party is departing immediately. (The personal attendants could help with clean-up in this case.)

Children in the Wedding Party

Experience has shown that younger children find it difficult to walk down the aisle at weddings and other large events. Little ones often experience new churches as large and disorienting places. Often their parents are in the wedding party and are not available to assist their children, or to calm them if they are nervous or frightened. If children are included in the wedding party, please be mindful of their unique needs and plan accordingly.

- ◇ Flower Girl: Please note that flower petals may not be strewn on the floor due to safety concerns.

- ◇ Ring Bearer: Please do not tie the actual wedding rings on the pillow carried by the ring bearer. The rings are placed on the altar prior to the wedding.

Lectors (Readers)

The wedding celebration can include up to three Lectors (readers) at the liturgy, chosen by the couple. The following options may be considered:

- ◇ One person for the First Reading, a second for the Second Reading and a third for the Universal Prayer (Prayer of the Faithful).

At a Mass, lectors for the readings should be Catholic. The reader for the Universal Prayer (Prayer of the Faithful) may be Catholic or of another Christian faith.

When choosing persons to read, please choose people who have had experience with reading in their own parish or church and who can confidently proclaim the Word of God.

Lectors should plan on a ending the wedding rehearsal, at which they will practice the readings. Engaged couples are asked to provide Lectors with a copy of their assigned reading to practice prior to the ceremony.

When Having a Wedding Mass:

1. Servers

If your wedding service is a Mass, then an altar server will be provided by the parish. We ask that our servers be utilized; if a couple wishes to provide their own servers, they should approach the Marriage and Family Admin Assistant for approval. A suggested stipend of \$25.00 to the server is requested.

2. Gift Bearers

If you are having a mass, you will need to provide a minimum of two people (Gift Bearers) to bring up the gifts of bread and wine at the Preparation of the Altar.

3. Extraordinary Minister of Holy Communion

For a wedding Mass, one person is needed to assist with the distribution of Holy Communion. The Extraordinary Minister of Holy Communion must be someone who has been commissioned and currently serves as such in his or her parish. Our Lady of Grace can provide an Extraordinary Minister of Holy Communion, if necessary.

Wedding Consultants and Personal Attendants

If you are utilizing the services of a wedding consultant, please advise him or her that the wedding rehearsal and wedding ceremony are the responsibility of Our Lady of Grace staff. Wedding consultants and personal attendants are expected to follow the directives of Our Lady of Grace Wedding Coordinator.

Wedding Mass or Wedding Ceremony

When two Catholics marry, they celebrate the *Rite of Marriage within a Mass*. When a Catholic and a person of another faith marry, they celebrate the *Rite of Marriage within a Liturgy of the Word*, ensuring that their family and friends can comfortably participate.

Choosing Readings for the Liturgy of the Word

The wedding celebration is an opportunity for families and friends of the couple to encounter timeless truths about love and marriage that the engaged couple holds most dear. Selecting readings is much more than, "I always liked that Bible passage," but rather, "This reading best captures what we want to say about our love for God and each other." The readings then become a vision of the married life.

As a couple prayerfully review the Old Testament, Responsorial Psalm, New Testament, and Gospel readings in the *Together for Life* handbook, select one of each to be used during your wedding ceremony, and mark your selections for your readings on the Pastoral Parish website. Please be sure to have your readings selected before you meet with the Wedding Music Coordinator three months prior to the wedding. If you would like guidance on your reading selections for your wedding ceremony, please speak to your presiding priest. Please note that the Responsorial Psalm is always sung as part of the liturgy.

Music for Wedding Liturgies

Our guidepost/philosophy follows the tenants of the Catholic Church regarding music. Certain music can be very meaningful to the two of you or family members. Once the ceremony begins, secular music isn't appropriate as we are within the sacred bounds of Mass or a Wedding Service. The marriage ceremony is a holy, Christ-centered sacrament. As such, the music should reflect this. A Catholic wedding (even one outside of Mass) is a liturgy. The whole thing, from beginning to end, is a prayer.

The following is a guideline for choosing music:

Is it prayerful? The purpose of any Catholic liturgy, including a wedding liturgy, is to give glory to God and to sanctify (make holy) the worshipers. Your wedding music should reflect that purpose; in other words, it should help the assembly to pray and to give thanks to God for your marriage.

The guideline of prayerfulness is one reason why popular music—including some of the "classic" wedding marches taken from secular operas—is strongly discouraged.

Is it accessible? In other words, will the assembly be able to sing along? In Catholic worship, the assembly (everyone attending the wedding) is not an audience, passively watching events unfold at the altar. Catholic liturgy calls on the assembly to actively participate in the prayer of the Church, including its sung prayer. Doing so is one of the most powerful ways your friends and family can express their love and support for you and your spouse.

Is it beautiful? Beauty is a window onto the divine (Catechism #32), so it is not surprising that the Church calls for the music used in its worship to be beautiful. Using popular music in a Catholic wedding—a love song, or a classic Frank Sinatra ballad—is almost always strongly discouraged; in fact, most parishes will simply not allow it.

Musicians for Wedding Liturgies

The services of an organist or pianist are included in your wedding fee. Arrangements for additional musicians such as strings, trumpet, and choir may be made for additional fees; these arrangements will be private contracts between the couple and the musician(s). Inquiries regarding music may be sent to Our Lady of Grace's Music Coordinator, who is happy to work with couples by offering suggestions and helping couples to envision the liturgy during this process. It is recommended that a parish cantor, familiar with liturgy at Our Lady of Grace, be used to assist the assembly with the sung parts of the Wedding Service. All on the list are professional vocalists and musicians; as they are independent contractors, their fees vary. If the couple wishes to engage a musician not listed below, please contact Our Lady of Grace's Music Coordinator, who will be happy to discuss additional musicians.

Vocalists:

Susanne Hoy susanne.hoy@comcast.net

612-578-8281

Christopher Fast lynnandchrisfast@gmail.com

952-288-3176

Korissa Olson korissaolson@comcast.net

612-387-1163

Leah Santer lrstrand@gmail.com

651-295-5176

Julie Sullivan jsullivan@gandinsights.com

612-306-5522

Katie Burke katieburke009@gmail.com

952-484-8213

Charlie Hemler charlie@hemler.com

612-889-6456

Chad Trierweiler chadwyler@yahoo.com

612-214-2557

Other Musicians:

Mary Alice Hu on, Violinist maryalicehuonviolin@gmail.com

952-881-8309

Carolyn Boulay, Violinist

612-827-5116

Grace Snyder, Violinist gesnyder@outlook.com

612-481-1478

Lynn Erickson, Trumpet

952-925-2113

Mary Alice Hu on, "Metropolitan String Quartet"

952-881-8309

Nane e Goldman, "Lake String Quartet"

612-481-9204

Laurie Petruconis, "Four Voices String Quartet"

612-584-1444

Musician and Other Service Fees

The organist/pianist fee is included in the wedding ceremony fee paid to Our Lady of Grace. Included is one rehearsal with the cantor/soloist the day of the wedding. Should additional rehearsals be necessary, however, an additional fee of \$75 applies.

OLG Musicians, Dr. Christopher Wallace, organist/pianist, and Noah Quam, pianist, are to play for weddings at Our Lady of Grace. If you would like to use another organist/pianist, or another music group, it must be approved by the Director of Sacred Music, Dr. Christopher Wallace at chriswallace@olgparish.org. There is not a reduced wedding fee when using outside musicians.

OLG Musicians do not attend the rehearsal. Should that be necessary, however, an additional fee of \$75 will be charged. Any music that needs to be arranged, transposed, or transcribed will be charged on an hourly basis.

****Fees are non-refundable in the event of a wedding cancellation or change of venue.**

Prayers of the Faithful - Couples may personalize the Prayers of the Faithful; please see two suggested options below.

Option A

Reader:

The response is "Lord, hear our prayer."

[Pause]

For N. and N. , joined now in marriage, that their love will grow and their commitment will deepen every day, we pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For the parents and grandparents of N. and N., without whose dedication to God and family we would not be gathered here today, that they will be blessed as they gain a son or daughter, we pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For the families and friends of N. and N., gathered here today, that they continue to enrich each other with love and support through the years, we pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For all married couples throughout the world, that God may continue to bless and strengthen their unions, and for vocations to the priesthood and religious life, we pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For family members and loved ones who suffer or have gone before us marked with the sign of faith, especially N., N., and N that they may live in happiness with God, we pray to the Lord:

People:

Lord, hear our prayer.

Reader:

For the Church, the holy People of God, and for unity among all Christians, let us pray to the Lord.

People:

Lord, hear our prayer.

Option B

Reader:

The response is "Lord, hear our prayer."

[Pause]

For these faithful Christians, N. and N. newly joined in Holy Matrimony, may always enjoy health and well-being, let us pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For the parents and grandparents of N. and N., without whose dedication to God and family we would not be gathered here today, that they will be blessed as they gain a son or daughter, we pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For their relatives and friends, and for all who have assisted this couple, let us pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For young people preparing to enter Marriage, and for all whom the Lord is calling to another state in life, let us pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For all families throughout the world and for lasting peace among all people, let us pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For all members of our families who have passed from this world, especially N., N., and N., and for all the departed, let us pray to the Lord.

People:

Lord, hear our prayer.

Reader:

For the Church, the holy people of God, and for unity among all Christians, let us pray to the Lord.

People:

Lord, hear our prayer.

Optional Rites

- ◇ Following the vows this time may be used for a meditation song. Suggestions for appropriate music for this time will be provided.
- ◇ The lighting of a unity candle is another option for this time. If the couple wishes to light a unity candle, they will need to provide one 3" wide pillar candle and two 12" tapers. Simple candles without metallic finishes burn best.
- ◇ Suggestions for appropriate music for this time can be found in the Liturgy Handbook.
- ◇ Some cultures have other traditional rites. If you would like to include other options, please discuss them with the priest. Any of the above mentioned musical selections may be chosen.
- ◇ Placing flowers before the statue of the Blessed Mother is also an option for couples during this time.

- ◇ A desire to include any of these rites, or any similar requests, should be communicated to the Wedding Music Coordinator when you meet.

Adaptations to Wedding Ceremony

Adaptations to the local custom of Our Lady of Grace, however minor, may not take place without the expressed consent of the Pastor of the Our Lady of Grace. Requests for adaptations must be made in writing to the Marriage and Family Admin Assistant at Our Lady of Grace. The Marriage and Family Admin Assistant will present all adaptations for review to the Pastor and will communicate the response of the Pastor to the couple. Adaptations to the wedding vows are prohibited and will not be considered.

Families of Engaged Couples

Families of engaged couples enjoy participating in the wedding planning process, which is a wonderful way to help celebrate the upcoming marriage. Our Lady of Grace respectfully requests that parents and other family members of engaged couples direct their questions about wedding planning through the engaged couple, to avoid miscommunications. Our Lady of Grace generally does not make arrangements with the parents or other family of the engaged couple. The Director of Marriage and Family will not comment on marriage preparation details (i.e. Fully Engaged Inventory results, progress through marriage preparation program, etc.) and will direct all questions regarding marriage preparation to the couple.

Submitting Materials to Our Lady of Grace

All materials submitted to Our Lady of Grace should be addressed to the Marriage and Family Admin Assistant and mailed, delivered or emailed (unless otherwise noted) to the Our Lady of Grace Parish Office.

The Wedding Rehearsal

Rehearsal Attendance

The rehearsal lasts about one hour. Please remember that the rehearsal is not a social event; its purpose is to assist the wedding party with understanding their role at the ceremony, so that on the wedding day all can fully participate.

All participants in the wedding rehearsal should be respectfully gathered in the Commons area of Our Lady of Grace at the appointed time.

Those who attend the rehearsal are those who have a role in the wedding celebration. They are:

- ◇ Bride and Groom

- ◇ Maid of Honor and Best Man
- ◇ Bridesmaids
- ◇ Groomsmen
- ◇ Ring Bearer and Flower Girl
- ◇ Parents
- ◇ Ushers
- ◇ Readers
- ◇ Gift Bearers
- ◇ Extraordinary Ministers of Holy Communion ◇ Guest presider, if applicable

Wedding Day Coordinator

The Our Lady of Grace Wedding Day Coordinator will facilitate the rehearsal as well as on the day of the ceremony. The Wedding Coordinator will set up for your wedding, will keep the celebration running smoothly, and will serve as a liaison between Our Lady of Grace and your wedding party, photographer, videographer, florist, and guest celebrants. Generally, the Wedding Coordinator will call the couple 7-14 days prior to the wedding to review and confirm all details.

Your Wedding Day

When you arrive at Our Lady of Grace on your wedding day, you are entering holy ground; Our Lady of Grace requests that the activity before, during, and after your wedding be in keeping with her peaceful and prayerful environment. Jesus Christ dwells here! May His presence fill you with peace and joy on your wedding day!

Your Schedule on Your Wedding Day

◇ 4 p.m. Friday Wedding:

2:00 p.m. Bride's Room is open, photographer may begin set-up

3:30 p.m. Picture taking must be completed

4:00 p.m. Ceremony begins

5:00 p.m. Ceremony concludes

5:30 p.m. Church and commons should be cleaned and cleared of guests

◇ 2 p.m. Saturday Wedding:

12:00 p.m. Bride's Room is open, photographer may begin set-up

1:30 p.m. Picture taking must be completed

2:00 p.m. Ceremony begins

3:00 p.m. Ceremony concludes

3:30 p.m. Church and commons should be cleaned and cleared of guests

◇ **2:30 p.m. Saturday Wedding:**

12:30 p.m. Bride's Room is open, photographer may begin set-up

2:00 p.m. Picture taking must be completed

2:30 p.m. Ceremony begins

3:30 p.m. Ceremony concludes

4:30 p.m. Church and commons should be cleaned and cleared of guests

◇ **3 p.m. Saturday Wedding:**

1:00 p.m. Bride's Room is open, photographer may begin set-up

2:30 p.m. Picture taking must be completed

3:00 p.m. Ceremony begins

4:00 p.m. Ceremony concludes

4:30 p.m. Church and commons should be cleaned and cleared of guests

Please note the following:

- ◇ The times listed above include the use of the Our Lady of Grace grounds.
- ◇ Due to the very busy schedule of Our Lady of Grace Parish, the above timelines must be observed.
- ◇ Parish events, such as funerals, sometimes unexpectedly affect wedding timelines. **If a funeral is scheduled the day of the wedding with a 2:00 pm or 2:30 pm start time, the couple will not have access to the Church until 1 pm.** Our Lady of Grace will notify the couple of any relevant changes to the parish schedule as soon as possible.
- ◇ The rooms reserved for the use of wedding party will not be available until the time stated above, and so it is requested that the wedding party does not arrive early in order to respect other parish events.

Bride's Room

A room for the use of the bride and her attendants is available. Hair and make-up should be done elsewhere; this room is suitable for dressing and for "touch-ups."

All personal belongings must be removed from the Bride's Room following the wedding ceremony. Please assign someone to ensure that this room is clean and clear of all personal belongings after your ceremony concludes.

Groom's Room

A room for the use of the groom and his attendants is available but does not provide a space for dressing.

Live Stream

Our Lady of Grace offers live streaming as an option for all weddings for a \$500 fee. This service is contracted through a professional production company who uses multiple cameras and angles to livestream the ceremony for guests who cannot attend in person. Guests have the option to view the wedding live or at a later time through the provided link. After the ceremony, you also receive a copy of the recorded ceremony on a flash drive. If interested, please let the Director of Marriage and Family know no later than three months prior to the wedding. Please send a check to the attention of the Marriage and Family Admin Assistant for \$500 written out to Our Lady Grace Catholic Church.

Flowers

Your florist may deliver your wedding flowers no more than four hours before the start of your wedding. The flowers should be delivered directly to the Our Lady of Grace Commons area and placed in the commons; they should not be delivered to the parish office, since it cannot be guaranteed that the flowers will be available for use during the ceremony if they are delivered to the parish office. Please note that Our Lady of Grace staff may not be available to receive a delivery of flowers.

Floral arrangements may be placed on either side of the sanctuary steps among the existing arrangements, as well as in front of the podium. If other floral arrangements are desired, they may be placed on the center table in the Commons area. **Please note: it is not permissible to hang banners or wreaths, or to modify or move the decorations already present in the church.** Following the ceremony, please remove the flowers immediately and take them with you if you are not donating them to Our Lady of Grace.

Pew Decorations and Aisle Decorations

If you will be using pew decorations, please use [3M Command Strips](#) to attach them to prevent damage to the pews. No tape, adhesives, or any other material of any kind is ever permitted; competent florists should be able to help you with this. To ensure that the church is ready for the regular parish weekend liturgies, we ask that any such decorations are removed immediately after the wedding celebration.

Aisle decorations should not obstruct your guests from entering and exiting the pews and should be removed immediately after the celebration (a job for your ushers!).

Aisle Runner

The use of an aisle runner is not permitted for reasons of safety and liability.

Candles

Candles have special significance in Catholic liturgical celebrations. Candles are present at the tabernacle, the altar, and the pulpit to represent the light of Christ. No other candles are to be added to the sanctuary.

Bubbles, Rice, Birdseed, Confetti, etc.

Flower petals may not be placed on the floor of the church for reasons of safety and liability.

Throwing rice, flower petals, birdseed, “environmentally friendly” confetti, bubbles, bird release, or any other after-ceremony “extras” are often difficult to clean up and are discouraged at Our Lady of Grace. Many beautiful send-off ceremonies have been coordinated by Our Lady of Grace, and the Wedding Coordinator will work with couples to prepare a fitting send-off ceremony, if desired.

Guest Book and Receiving Lines

Please plan on your reception site as the place for a guest book instead of Our Lady of Grace. A “pew by pew” release is not permitted due to other time constraints for parish events. The Wedding Coordinator will be able to assist with planning a receiving line, if desired.

Wedding Liturgy Guide

Our Lady of Grace will prepare and print the Wedding Worship Aid. Please note that we do not customize the design of the worship aid for individual preferences.

Food and Drink

You may have refreshments available for your wedding party, but it is recommended to keep them to a minimum. Food or drinks which may possibly stain clothing are not recommended. Food and drinks are never permitted anywhere on the main floor of Our Lady of Grace's worship area, this includes gum. Please be mindful that those who will be receiving Holy Communion at a Wedding Mass are required to fast for 60 minutes prior to doing so.

Cellular Telephones

Use of cellular telephones in Our Lady of Grace is not allowed in the worship area. Please be sure to silence cell phones before the ceremony.

No Smoking Policy

Our Lady of Grace is a smoke-free campus; smoking is not permitted anywhere on Our Lady of Grace premises.

No Alcohol Policy

No alcoholic beverages or drugs are permitted on Our Lady of Grace's premises before, during or after the wedding or rehearsal. This includes the parking area. **Should alcohol or drugs be discovered, or if any member of the Wedding Party is under the influence of alcohol or drugs before the wedding ceremony, the ceremony will be canceled.**

Security

Please do not leave any unsupervised valuables anywhere in the church, including the Bride's Room. Do not leave valuables in cars where they can be seen. Our Lady of Grace is not responsible for the loss or theft of any personal belongings.

Visitors and Other Events

Our Lady of Grace is not closed during a wedding celebration. It is possible that other parish events may be occurring at the same time as your wedding celebration, or that visitors may enter Our Lady of Grace's grounds.

Every effort is made by the Our Lady of Grace staff to ensure that these events or arrivals do not disturb the wedding.

Photography and Videography

Photographers and videographers may begin to set up two hours before the wedding ceremony. They may arrive earlier to view the building but may not begin set up until the designated time.

Wedding photos are successfully completed within this time frame if the families and the wedding party remain available and near the area where the photos are being taken.

The sanctuary is a sacred space; cameras are not permitted within the sanctuary [the raised center platform] – there are no exceptions. Photographers may pose the wedding party and families on the sanctuary stairs in front of the altar, and nowhere else in the sanctuary.

Our Lady of Grace respectfully requests that the photographer/videographer:

- ◇ Cooperate with the spiritual nature of the wedding celebration and remain respectful of the sacred environment that is Our Lady of Grace Catholic Church.
- ◇ Work within the guidelines presented here.

Before the Wedding Ceremony:

- ◇ Photographers and videographers may set up in the church 2 hours before the ceremony (this time is subject to change in the case of unforeseen parish events). Set up may not begin before this time.
- ◇ Please note that videographers can plug in to Our Lady of Grace's sound system. There is an XLR (audio) jack near the southwest corner of the commons next to the AV room that outputs a mix of all the audio (lectern, wireless mics, musician, etc.) The videographer is free to pull audio from there (assuming you're not in the way of anything else going on in that area). There will not be anyone onsite to provide technical support for this if something isn't working the way you expect.
- ◇ Photos should be completed at least 30 minutes prior to the ceremony to allow the wedding party to be tucked away before guests arrive. This includes photos on Our Lady of Grace's grounds, in the Bride's Room, etc.

During the Ceremony:

- ◇ Flash may be used during the processional and recessional only.

- ◇ Flash photography during the ceremony is prohibited.
- ◇ During the ceremony, the photographer(s) must remain behind the seated guests, and they are asked to refrain from obtrusive or disruptive movement during the wedding.
- ◇ Videographers are asked to remain stationary during the wedding.
- ◇ The Wedding Coordinator will review specific boundaries and protocol the day of the wedding.

After the Ceremony

- ◇ All photography in the building must be completed no later than a half hour after the end of the ceremony. You may continue outside on the grounds as long as you need.
- ◇ Ushers/personal attendants are to make sure the church, Bride’s Room, Groom’s Room, and commons are clean.
- ◇ Witnesses (Best Man/Maid of Honor) and the presider sign the marriage license.

Document Checklist for Couples

Please have the following documentation on file no later than two months prior to their wedding.

- _____ Pre-nuptial Questionnaire (Form 1) filled out in meeting with priest
- _____ Freedom to Marry forms (Form 2) – please have your parents fill out, scan & return.
- _____ Certificate of Completion from Marriage Retreat
- _____ Certificate of completion from NFP instructor
- _____ Report filed by Mentor Couple upon completion of mentoring sessions
- _____ Baptismal certificates (must be submitted at least two months before the wedding):

Catholics: Contact your parish of baptism to obtain a recent copy of your baptismal certificate. The copy must be dated no more than six months before your wedding date and signed by the current pastor. Please send the certificate to the attention of the Director of Marriage and Family at Our Lady of Grace.

Other Christian faiths: You may provide any copy of your baptismal certificate.

_____ Marriage license (must be submitted at least two weeks before the wedding):

You may apply for a marriage license at any county office in Minnesota six months or less before the wedding. The marriage license must be sent to the attention of the Marriage and Family Admin Assistant no less than two weeks before the wedding. Please include the addressed envelope to send to the county after the wedding.

Reduced Fee Form: The state of Minnesota gives a reduced Marriage License fee to couples who have completed 12 hours of pre-marriage counseling. The Reduced Fee Form is provided by the Minnesota parish overseeing the marriage preparation. Completing the Marriage Retreat, the Mentor Program and the Natural Family Planning classes satisfies the 12-hour requirement. Once all the documents have been received, the Director of Marriage and Family will prepare the Reduced Fee Form, have it signed and notarized. Please allow 7 days for processing of this.

_____ Completed Wedding Planning File on Pastoral Parish Software:

This file is an online document which will be used by the Wedding Liturgy & Music Coordinator, the priest, and the Wedding Coordinator to assist you in planning your wedding ceremony. A hyperlink to the online document will be provided by the Director of Marriage and Family at the beginning of the preparation process or upon request.

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The Nuptial Blessing

O God, who by your mighty power
created all things out of nothing,
and, when you had set in place
the beginnings of the universe,
formed man and woman in your own image,
making the woman an inseparable helpmate to
the man, that they might be no longer two, but
one flesh,
and taught that what you were pleased to make one
must never be divided;
O God, who consecrated the bond of Marriage
by so great a mystery that in the wedding
covenant you foreshadowed the Sacrament of
Christ and his Church;
O God, by whom woman is joined to man and
the companionship they had in the beginning is
endowed with the one blessing not forfeited by
original sin
nor washed away by the flood.
Look now with favor on these your servants,
joined together in Marriage,
who ask to be strengthened by your blessing.
Send down on them the grace of the Holy Spirit
and pour your love into their
hearts, that they may remain
faithful in the Marriage covenant.
May the grace of love and peace
abide in your daughter [name],
and let her always follow the example
of those holy women
whose praises are sung in the Scriptures.
May her husband entrust his heart to her,
so that, acknowledging her as his equal
and his joint heir to the life of grace,

he may show her due honor
and cherish her always
with the love that Christ has for his Church.

And now, Lord, we implore you:

may these your servants
hold fast to the faith and keep your commandments;

made one in the flesh,

may they be blameless in all they do;

and with the strength that comes from the Gospel,

may they bear true witness to Christ before all;

(may they be blessed with children,

and prove themselves virtuous

parents,

who live to see their children's children.)

And grant that, reaching at last together

the fullness of years for which they hope,

they may come to the life of the blessed

in the Kingdom of Heaven.

Through Christ our Lord.

Amen.