

Our Lady of the Lake Parish Marriage Guidelines

Dear Wedding Couple:

You have expressed an interest in being married at Our Lady of the Lake Catholic Church. Whether you are a current parishioner here or are returning to be married in the Church of your youth we welcome you.

You are asking the Catholic Church to witness and bless your union. In asking to be married here at Our Lady of the Lake you must see your wedding as more than just a wonderful social event but as a union that Jesus Christ, himself, raised to the dignity of a sacrament so that it will more easily recall his own love for us and his Church.

Because of this, you won't be surprised that the Church has some expectations about how your wedding liturgy will be celebrated.

The expectations are not arbitrary impositions, but rather the Church's way of doing things; our way of helping you to set the tone for the celebration of a holy event that is of the greatest importance in your lives.

Enclosed you will find a packet of the current wedding materials for marriage at Our Lady of the Lake Church. We are happy to give you these materials, but please know that your **wedding date is tentative** until you have met with the **Pastor, Father Tim Clark**. Either the **bride or groom** should make an appointment to meet with Father Tim as a couple by calling the parish office at 206-532-6776. **You must consult** Father Tim whether he or another priest or deacon is officiating at your wedding here.

Marriage Preparation: In your meeting with Father Tim, he will discuss with you the marriage preparation that is required by the Archdiocese of Seattle.
No Parishioner of Our Lady of the Lake Parish is ever turned away from having their wedding here from an inability to pay the fees. If you have financial difficulties in paying the fees, please discuss this with Father Tim.

Selection of Date and Time:

Wedding dates at Our Lady of the Lake are with prior approval of the Pastor. After you have met with Father Tim please confirm your date with the Parish Office for the Church.

Weddings may be celebrated on Friday evenings or Saturdays up until 2:00 PM. Saturday evenings are not possible due to the 5:00 PM Mass.

Wedding Coordinator: Please contact our wedding coordinator, Teresa Chudecke at 206-527-1692 or chud8@comcast.net, after your date is on the parish calendar. She will be happy to help you choose prayers and readings and talk about your preferences for your wedding celebration. She will be attending you at the rehearsal and at the wedding. The fee for the wedding coordinator is \$75, payable directly to her.

Wedding Fees: The fee assigned for your wedding helps defray the cost of the services, the sacristan (if needed), the parish office, as well as the cost of utilities such as heat and electricity.

Couples often ask whether it is appropriate to make a monetary gift to the priest or deacon who officiates at their wedding. It is generally customary and many couples find that this is a good way to express their thanks. (\$200)

Fee Schedule: There are two fee schedules at Our Lady of the Lake for the **Church rental:** one for parishioners and another for non-parishioners.

Fees for Parishioners: The fee for parishioners is \$225 with a non-refundable deposit of \$100 due when the Church has been reserved for you.

Fees for Non-parishioners: The fee for non-parishioners (see below) is \$550 with a non-refundable deposit of \$200 when the Church has been reserved for you.

A parishioner is defined as a person or a parent of the couple who has been a registered and a supporting member of Our Lady of the Lake Parish for at least six months **prior** to confirming a wedding date with Our Lady of the Lake Parish. The business office will help you determine your status if need be.

Visiting Clergy-Marriage Preparation and Paperwork: Your presider is responsible for the gathering of the pre-nuptial forms and baptismal certificates and making certain that you take a marriage preparation class or attend counseling. Also he will need to write to the Pastoral leader where the wedding will take place and request delegation. In the event that you do not live in the same area as your priest or deacon, other arrangements may need to be made regarding your marriage preparation and the completion of forms. Your presider should be familiar with his responsibilities early in the process.

Baptismal Records and Confirmation: Once Father Tim has met with you and the reservation of the Church is secure, contact your Church of Baptism and have a copy of your Baptismal records sent to the OLL Parish Office. Catholics are to receive confirmation prior to marriage, unless grave inconvenience prevents the reception of the sacrament. If you have not been confirmed, please discuss this with Father Tim.

Witnesses: Two witnesses are required. Witnesses are to have achieved the use of reason and need to be able to understand what is happening. There is no requirement regarding religion or gender for witnesses.

Readers: Readers are usually family members or friends of the couple. If the wedding takes place during Mass, the reader must be a Catholic. If the wedding takes place outside of Mass, the reader may be a baptized non-Catholic. The Gospel is always proclaimed by the celebrant (priest or deacon.)

Wedding Rehearsal: Rehearsals for Friday night weddings are normally conducted on Thursday evenings (please discuss time with Father Tim and then the wedding coordinator) For Saturday evenings, the rehearsal is usually Friday night before the wedding (please discuss time with Father Tim and then the wedding coordinator.)

Music for your wedding: The music for your wedding must have prior approval by Father Tim. You are welcome to bring in musicians with prior approval. The director of music for OLL is Sara Hanson who can be reached at the parish office at 206-523-6776. We also have a pianist and organist who can be available with prior notice, Cass Seely. You may leave a message for her at the Parish Office. Both charge a fee for their services, which should be discussed with them. Please contact them as soon as you have reserved the Church if you require their services. Cantor (\$150) Musician (\$200)

Flowers and Decorations: The wedding coordinator will be available at the Church 2 hours before the ceremony to open the church to the florist, musicians, photographer and wedding party. Please discuss with the wedding coordinator during your meeting with her about your flower arrangements. Candles are permitted down the aisles with the proper holders. Candles for the aisle, if used, will need to be provided by a florist as OLL doesn't have them. Flowers may be placed on the ends of the pews as well, secured by a florist clip. (Please make sure someone is assigned to removes the clips and the candles after the ceremony.) Please note that it is not permissible to drape ribbons and garlands on the ends of the pews in such a way that would block guests from exiting. Flowers placed in the Church to enhance its beauty during the wedding are frequently offered as a gift to the church for the weekend Masses. An aisle runner is not encouraged at OLL because of the tile floor.

Photography for your Wedding: Because of the low lighting in Our Lady of the Lake Church, choosing a photographer who is familiar with the Church or will at least come to see the space before hand is recommended. You will want to allow sufficient time for the taking of photographs before the service. Please ask the wedding party to be present and dressed at least 1½ hours before the service.

Respectful poses are allowed on the altar before and after the wedding. No flash photography during the liturgy is allowed except the processions in and out. The photographer is not to slow down or stop the procession with photos. The photographer may sit in the front pew with the wedding party to take unobtrusive photos. Please be aware of acoustics when handling equipment and the rewinding of film.

Marriage License: Once you have obtained your marriage license paperwork, you are welcome to drop it off at the parish office for safe keeping. It is very important that you bring the marriage license paperwork to the rehearsal at the latest. Currently there is a three day waiting period to marry after the application is filed. The license is good for 60 days. For further information-Google "Marriage License", Washington.

Security: Please note that Our Lady of the Lake Parish is not responsible for any lost or stolen property. Be sure to keep an eye on your purses, cameras, etc.

Items left behind: The wedding coordinator will make a final sweep of the Church when everyone has exited the Church. Any left items, including wedding presents will be locked up in a secured room. They may be retrieved on the next business day at the parish office. Please contact the parish office to pick them up.

Use of food and drink: Light snacks and beverages may be brought into Jubilee Hall. No food or drink of any kind may be brought into the Church. **Alcoholic beverages are not permitted anywhere on the Church property (building or grounds.)** The only exception to this is if the reception or rehearsal dinner is being held in one of the Church facilities. Proper licenses must be secured for alcoholic beverages at a reception.

Care of the facilities: Since all the interior spaces of the Church must be readied for liturgies and events following your wedding, it is essential that you **assign a few people to clean up** immediately following the wedding. Please have them pick up all programs from the pews. Make sure everything is picked up in the sacristy, reconciliation chapel, Jubilee Hall, and any other spaces of the Church that were used. **Please note:** the use of rice, confetti, birdseed, or flower petals, within the Church or outside are considered a safety hazard and are never allowed.

Worship aids: Worship aids or programs are helpful to those attending your wedding to familiarize themselves with those in the wedding and how the liturgy will proceed. They are not mandatory. Please allow the wedding coordinator to review the program before the final printing. Samples are available upon request.

It is our hope that these guidelines will help give you some clarification about our wedding celebrations at Our Lady of the Lake Catholic Church.