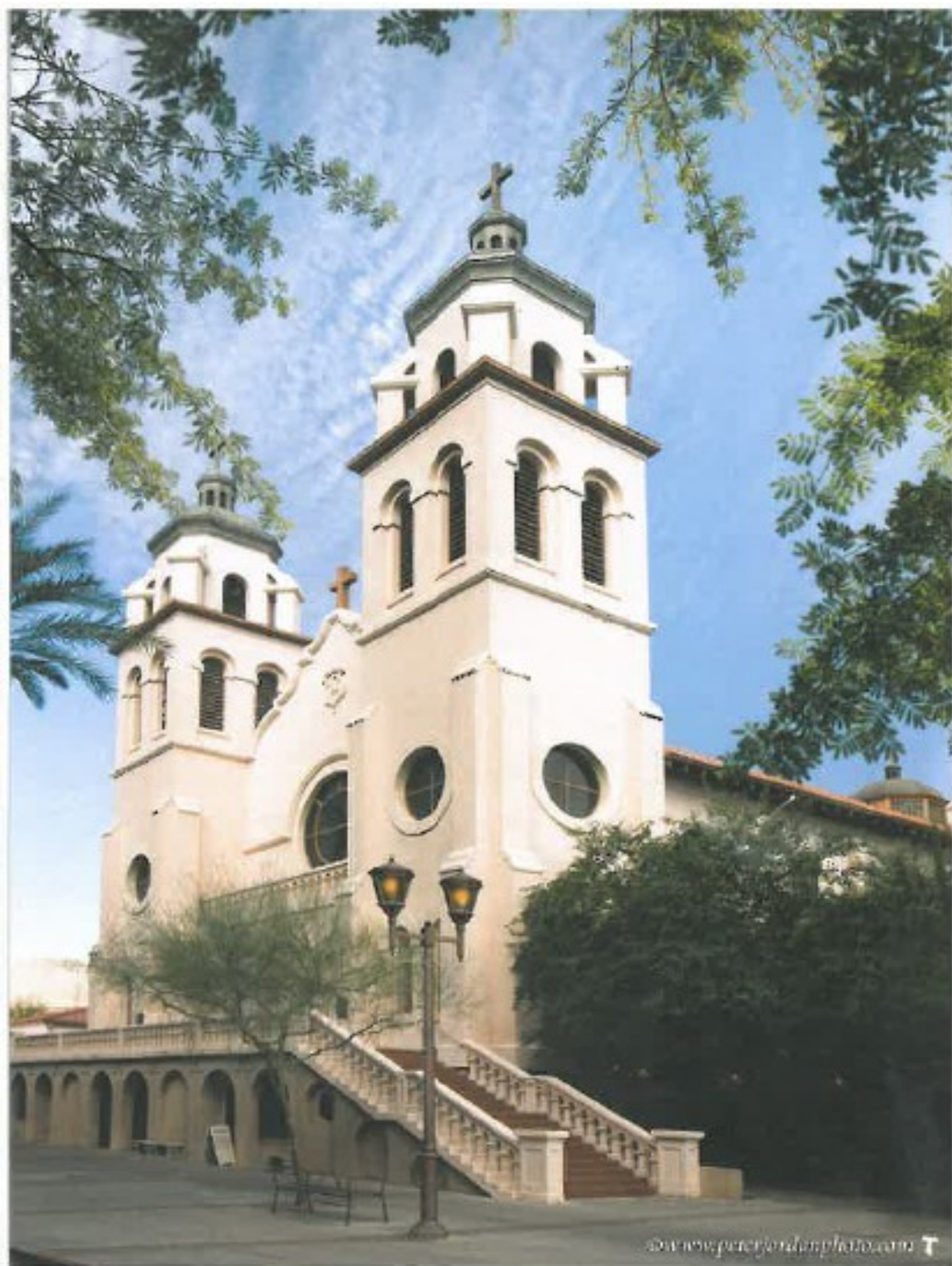


*Celebrating the
Sacrament of Marriage
at
St. Mary's Basilica*



231 North Third Street Phoenix, AZ 85004
Marriage Ministry Office: 602-354-2070 Fax: 602-354-2060
mmuhlen@smbphx.org





St. Mary's Basilica Parish Guidelines for the Sacrament of Marriage

Dear Friends,

Congratulations and welcome to the Basilica,

St. Mary's Basilica, named The Church of the Immaculate Conception of the Blessed Virgin Mary is the oldest Catholic parish in Phoenix and was the only Catholic parish in Phoenix until 1924. It holds a unique place in the history of the Church and in the diocese, and it is indeed, a beautiful place to celebrate the Sacrament of Marriage.

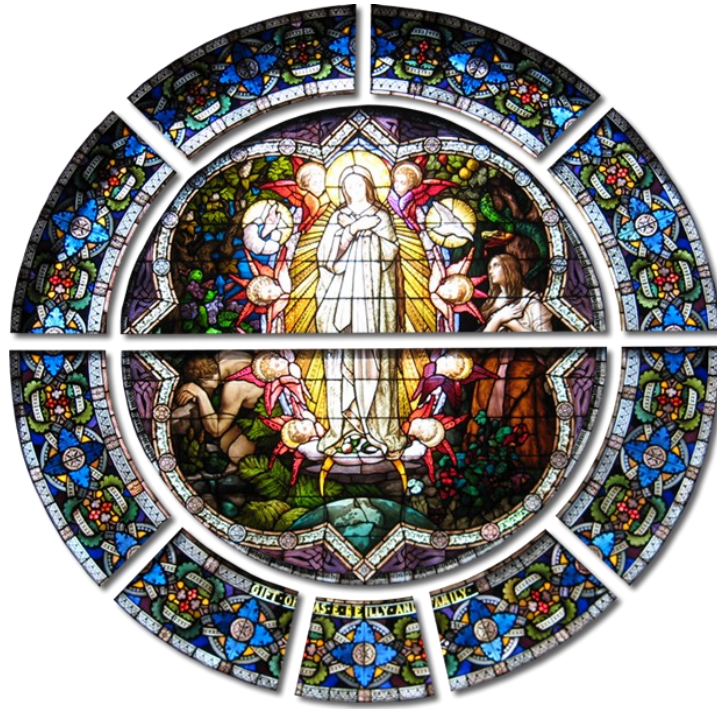
On September 2, 1985, His Holiness Pope John Paul II solemnly proclaimed the Church of the Immaculate Conception of the Blessed Virgin Mary to be a Minor Basilica. At that time, for historical, cultural, artistic, and spiritual reasons, St. Mary's became the 32nd basilica in the United States. While on his American Visit, His Holiness John Paul II visited St. Mary's knelt in prayer in the center aisle and then spoke to the crowd from the balcony on September 14, 1987.

In the following pages you will find all the information you will need to begin your marriage preparation and plan for you meaningful, prayerful and sacramental wedding at St. Mary's Basilica. We look forward to assisting you on your journey to your call to live this sacramental life.

Peace and all good,

Fr. Michael Weldon, OFM

Rector, St. Mary's Basilica, Phoenix



Roman Catholic Diocese of Phoenix Marriage Preparation Requirements

In order to be married in the Catholic Church at least one of the couple must be a baptized Catholic.

In the Diocese of Phoenix, the marriage preparation process takes at least nine months. In some cases the preparation process may require additional time.

During this process, you will have the opportunity to meet with the pastor and/or his delegate (Marriage Prep Minister) who will guide you the entire process.

Below is a step by step look of all the requirements the couple must fulfill and documentation needed.

Step One

Meet with your pastor or delegate (Marriage Prep Minister)

Fill out the Prenuptial Inquiry Form with the pastor or delegate

This form asks questions regarding yourself, your freedom to marry and your intentions. You are each interviewed alone, so that you may answer freely. Under no circumstances will this form be shown to the other.

Step Two

Take the FOCCUS Pre-Marital Inventory

A series of questions designed to assess each of your habits, expectations and values. It provides a personalized profile of your relationship's strengths and weaknesses. This is an important starting place for couple discussion and a map of the areas that may need affirmation, attention or problem solving.

Review the results of the FOCCUS

May take 2 to 3 sessions with the priest or his delegate.

Roman Catholic Diocese of Phoenix

Marriage Preparation Requirements Continued

Step Three

Set Wedding Date and Time

St. Mary's Basilica requires a ***non-refundable*** deposit of \$250 to secure your desired date and time. Weddings at the Basilica are not celebrated during the seasons of Lent and Advent.

Choose your presider

Let us know if you would like one of our priests or if you will be using an outside presider. If you will be using a visiting presider who is within the Diocese of Phoenix he will need to obtain a delegation letter from our pastor. If you will be using a visiting pastor not of our diocese, he will need to obtain a delegation letter from our pastor and he will also need to provide a letter of good standing from his diocese.

Set the Rehearsal date and time

Step Four

Attend a Married Life Skills Class

You will be given multiple classes to choose from. These classes are designed to fine tune practical skills such as conflict resolution, decision making, financial management and communication. At the end of the session you will be given a certificate of completion which you will turn in to the pastor or delegate.

Attend God's Plan for a Joy-filled Marriage

This class is based on Pope John Paul, II "Theology of the Body". It is designed to inform you not only what the church teaches about marriage and sexuality but why the church teaches it. This is also your introduction to Natural Family Planning.

Take the Full Course of Natural Family Planning.

This class consists of 4 sessions and will ensure you have the tools to plan your family effectively and in accord with God's plan for marriage. This takes most of your 9 month prep.

NOTE: These classes are offered outside of the parish. The couple is responsible to register for them independently and understand that these classes are an additional fee. When scheduling for the classes, please allow for sufficient time to complete them all within the 9 month time. If not, it may cause the postponement of your wedding.

Step Five

Planning the Wedding Liturgy

As the ministers of the sacrament of marriage, you, will have the opportunity to select your prayers, readings and other liturgical aspects of the ceremony. You will receive a book called "Together for Life" which will have all of the options needed for the planning.

Planning the Music

After you have planned the liturgy you will meet with the Music Director and select your music for the ceremony. This should be done after you have made your reading selections.



Roman Catholic Diocese of Phoenix
Marriage Preparation Requirements Cont.

Additional Requirements

In addition to the pre-discussed requirements, the couple is responsible for providing or obtaining the following documents:

Provide witnesses for the Affidavit of Free Status (Required)

You will provide two (2 for each person) Life Witnesses to testify to your freedom to marry. This person should preferably be a parent, older sibling or close family member. These forms are to be filled out at the parish office.

Baptismal Certificates (Required)

A recently issued Certificate of Baptism with notations (dated within the last 6 months. Please do not give us a copy of your original Baptismal certificate, unless requested)

If you are a non-catholic and have been baptized in your religion, if at all possible, we will also need a copy of that baptismal certificate.

Marriage License (Required)

A Arizona State Marriage License is required. This should be attained in the county you will be married in and will be given to you blank with only your names printed on it. The license should be given to the pastor or delegate at least 1 month prior to the wedding date.

For example: if you will be getting married in Flagstaff you will need to attain a Marriage License in Coconino County, not Maricopa County.

Convalidation (Required only if applies to the couple)

If at least one of you are a baptized Catholic and are currently in a civil marriage or married in a non-Catholic Church, and seeking to have your marriage validated in the Catholic Church, we will need a photocopy of your marriage license or certificate. You do not need to obtain another Marriage License.

Nullity Decree / Annulment Letter (Required only if applies to the couple)

If one or both of the parties were previously married to another person and has divorced, they are not free to marry. They will need to get that marriage annulled by the church. If an annulment is needed, the couple is **not allowed** to set a wedding date until the previous marriage is annulled. (This also applies to a non-catholic party)

If you have already had the previous marriage(s) annulled in the Phoenix or other Diocese a copy of the annulment letter will need to be provided. If you do not have a copy or have lost the original letter, a copy may be obtained by contacting the Tribunal Office of the Diocese where the annulment occurred.

Death Certificate (Required only if applies to the couple)

If you were previously married and your former spouse is deceased, we will need a copy of the death certificate to prove your freedom to marry.

Dispensations (a "relaxation" of an ecclesiastical law for a just cause). (Required only if applies to the couple)

The Pastor or his delegate will assist you in filing the proper paperwork.

Mixed-Marriage: a dispensation that allows a baptized Catholic to marry a person baptized in another religion.

Disparity of Cult: a dispensation that allows a baptized Catholic to marry a non-baptized person.

Out of Parish / Diocese Requirements

For couples who are registered parishioners of a parish within the Diocese of Phoenix or are from an outside Diocese (Tucson or out of State) and would like to be married at St. Mary's, please refer to Appendix B.

Marriage Prep Only

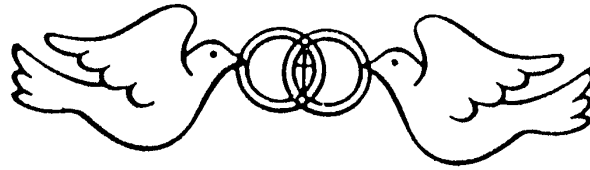
For couples being married in another Diocese / State and are only seeking Marriage Prep from St. Mary's, please refer to Appendix C.

St. Mary's Basilica Wedding Guidelines



The following pages discuss the guidelines for getting married at St. Mary's Basilica.
Please make sure to read everything very carefully.

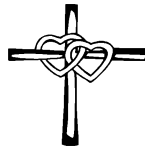
The couple will be required to follow these guidelines in planning their wedding Ceremony and asked to sign a guideline agreement when setting the wedding date.



"Make [your wedding] a real celebration – because marriage is a celebration – a Christian celebration, not a worldly feast! ... What happened in Cana 2,000 years ago, happens today at every wedding celebration: that which makes your wedding full and profoundly true will be the presence of the Lord who reveals himself and gives his grace. It is his presence that offers the 'good wine', he is the secret to full joy, that which truly warms the heart.

"It is good that your wedding be simple and make what is truly important stand out. Some are more concerned with the exterior details, with the banquet, the photographs, the clothes, the flowers... These are important for a celebration, but only if they point to the real reason for your joy: the Lord's blessing on your love."

—Pope Francis' Address to engaged couples in Rome, February 14, 2014



For those getting married in the Catholic Church, the highpoint of the wedding day is the wedding liturgy, where bride and groom become husband and wife in the lifelong covenant of marriage.

Thoughtful, prayerful planning and participation in your Catholic wedding ceremony will bring many blessings to your married life.

Communication

At all times, arrangements and details are discussed exclusively with the couple. Outside wedding consultants, parents, siblings are advised to refrain from interference and refer all matters to the couple preparing for marriage. This will ensure that we have continuity and no misunderstandings.

It is the couple's responsibility to communicate to family members and outside coordinators what our guidelines are in all aspects of the ceremony. It is in every one's best interest that there be no "surprises" to explain and deal with at the rehearsal or on the wedding day.

Refusal to abide by the Basilica Guidelines will result in the cancelation of the wedding.

Setting the Date

When selecting your date, please allow for sufficient time to complete all the requirements.

The date and time of the wedding can be set following the first review of the FOCCUS Pre-Marital Inventory and requires the couple to sign the Guideline Agreement and submit the **non-refundable** deposit of \$250.00.

Weddings are celebrated on available Saturdays at either 11:30 am or 2:00 pm, there are no Saturday evening weddings. The maximum of one and a half hours is set aside for your use of the church . (This includes the ceremony and pictures) *Weddings at the Basilica are not celebrated during the seasons of Lent and Advent.*

Advice: Make sure you have reserved the date and time of your wedding with the parish before reserving the reception site or printing any invitations. The date you want may not be available.

The Rehearsal Date

Rehearsals are scheduled for the evening before the wedding at 5:00 pm or 6:00 pm and according to church availability.



Wedding Music

The Director of Music at St. Mary's Basilica will serve as Organist and/or principal musician at all weddings.

At St. Mary's Basilica it is our policy that a staff cantor be engaged for each wedding. These individuals are highly trained, not only in the techniques of singing, but also in the art of leading congregational song. In addition, they are versed in the standard musical repertoire for Catholic weddings, are comfortable with the particular acoustical properties of the church building, and are familiar with the liturgical norms of the parish.

Family members or friends who are musicians may be invited to participate in your wedding. Instrumentalists who are accompanying the liturgy can be used within the liturgy but, instrumentalists who's purpose is pure performance are more appropriate outside the liturgy. This includes the use of Mariachi Groups. Approval of guest musicians and instrumentalist must be given by the Director of Music *in advance*. Generally, guest musicians will be limited to one or two solo songs and must arrange a rehearsal with the director of music. A staff cantor will be required to lead the remainder of the liturgical music.

The St. Mary's Basilica Music Ministry maintains professional relationships with many of the finest musicians in the Phoenix area, and it is from this pool that wedding instrumentalists are taken.

Occasionally couples wish to engage the services of a Vocal Quartet or the Basilica Choir for their wedding ceremony. When this is desired, the Director of Music will secure and rehearse the necessary personnel, and will conduct them during the wedding liturgy. Please note that additional fees will apply.

Within the wedding liturgy there are many moments for sung prayer. For these reasons, secular music is not permitted. Secular music, such as Broadway musicals or popular songs dealing with love, is used more effectively outside the religious celebration (e.g., a reception or rehearsal party). **Recorded music is not permitted.**

It is important that your family and friends be invited to participate fully at your wedding liturgy. A wedding program will be prepared and designed based on the scriptural and musical selections you choose. Samples of wedding programs are available upon request.

Note: *Since there is no special procession for the bride, there is no separate presentational music for the bride.*

Flowers and the Basilica Environment

The parish will provide three live flower arrangements for the Sanctuary with the color specified by the couple. These arrangements will remain in the Church for the Saturday Vigil Mass and for all Sunday Masses. Couples are asked to donate a sum of \$250.00 for this service.

The couple assumes responsibility for providing any other flowers, such as bouquets, boutonnieres, corsages, bouquet for the Blessed Virgin Mary, etc. Please be aware that we cannot accommodate pew bows or flowers.

No existing Basilica decorations, flowers or furnishings may ever be moved.

NOTE: During the Christmas and Easter seasons the church is already festively decorated with flowers, plants and seasonal symbols. The \$250 donation will go to replace and restore the seasonal arrangements for couples who schedule their wedding during these seasons.

Photography and Video Technician

We understand the importance of capturing your wedding on film and/or video. Please remember that this is a sacramental event and every attempt should be made by the couple, their guests and the professionals to be discrete and respectful.

During the celebration of Marriage, stationary video equipment may be set up at the designated areas. Under no circumstances is any photography or video technician permitted in the sanctuary, nor are roving cameras permitted during the celebration of Marriage.

Flash photography is permitted only during the signing of the license and after the ceremony. Pictures are allowed during the ceremony without flash.

Please read and give a copy of our full Photography and Video Technician Policy to your vendor.
See Appendix D for full policy.

Transportation and Parking

If you wish, you may drive to the designated city approved drop off point, located in front of the statue of St. John Paul II, before your wedding begins. Please inform your driver that the vehicle should then be moved to the parish parking lot during the ceremony. After the ceremony has ended and your pictures have been taken, you can meet your car in the same place. Your guests are welcome to park in the Basilica parking garage at 5th St. and Monroe or behind the church on 3rd St. and Van Buren. Guest parking is available only during the wedding ceremony. If your reception will be in a facility within walking distance to the Basilica, your guests are asked that they move their vehicle to that location following the ceremony. If your reception will be in the Basilica Social Hall, special arrangements will be made with the Parish Manager.

Please keep in mind that other scheduled parish and diocese events may limit parking for your guests.



The Basilica Church

The Basilica is first and foremost a sacred building designed to accommodate prayer and worship. Although weddings are joyful celebrations, the Church is not intended to be a public hall and because we are a popular Church, at any given time, people are entering the Church to pray, consequently, at all times proper reverence and respect must be maintained. Loud talking, unnecessary noise which might disturb the prayer of others is always to be avoided.

Because of liability and the historic character of the Basilica and for the safety of everyone entering and leaving the church it is of paramount importance to all to please abide by the following policies at all times:

- * No reception line after the ceremony
- * No food or drink of any kind may be brought into the Basilica.
- * Smoking and gum chewing is not permitted.
- * We cannot accommodate aisle runners, door hangers or pew bows.
- * We do not allow bubbles, rice, birdseed, or anything else to be thrown or dropped on the ground inside or outside the church. ***This includes flower petals, real or otherwise.***
- * Candy, any type of food, or other memorial gifts may not be distributed to the guests inside or outside of the church.
- * ***The use of alcohol in or around the Basilica by the bride and groom and any of the wedding party will result in immediate cancellation of the wedding.***

Couples are cautioned to inform those attending the wedding that this is not allowed anywhere on the church grounds.

Attire—What may be proper and tasteful attire in the secular world may not be appropriate for a wedding that takes place in the “House of God.” Modesty is the guiding factor, plunging necklines and bare shoulders are to be avoided. Should the bride choose to wear a “modesty veil” over her face, it must be lifted before she walks into the sanctuary. In our culture, it is inappropriate for men to wear hats inside the church. In addition, weapons of any kind (including military weapons) are not permitted.

Dressing Rooms -St. Mary’s Basilica *does not* have a “dressing room.” The entire wedding party must arrive at the church already dressed for the wedding. (this includes any boutonnieres, corsages and/or bouquets).



Preparing for the Wedding Liturgy and Ceremony

Prayerful planning and selection of scripture readings, prayers, music, art and environment are integral to the celebration of marriage.

The Church recognizes that each of you is a unique individual and, together thus form a unique couple. Consequently, it hopes you will actively plan and participate in a nuptial ceremony which will be distinctly your own, while still following a pattern standard for all Catholic weddings.

You will receive a liturgy guide called “Together for Life” and a basic outline for the service. This is a rich resource of Scripture readings, prayers, vows, blessings and other alternatives from which you can select those that personally seem most appropriate and attractive. They are arranged according to the order of the ceremony.

Scripture and prayer selections should be turned into the wedding coordinator no later than one month (30 days) prior to the wedding date. The Wedding Prep Minister should be advised of any changes made to the selection form after it has been turned in within one week of the wedding date. Any changes are subject to approval by the Marriage Prep Minister and/or the pastor.

Preparing for the Wedding Liturgy and Ceremony Cont.

The marriage of two Catholics takes place at a Nuptial Mass, wherein the couple receive the Body and Blood of Christ in Holy Communion.

The marriage between a Catholic and a Baptized Christian of a different tradition is celebrated outside Mass which includes scripture readings, exchange of vows, and the Nuptial Blessing. The wedding of couples of different Christian religions do not take place during a Nuptial Mass because at the time of communion, one would not be able to receive. The marriage between a Catholic and a Non-Baptized person may not take place within the celebration of the Mass. (See Appendix A for the order of service for both instances).

Some rituals associated with the wedding ceremony, such as the bride and groom not seeing one another before the ceremony, the bride's father walking her down the aisle to the tune of "Here Comes The Bride," or the bride wearing a veil over her face no longer make sense according to the current Catholic understanding of bride and groom as equal partners. Indeed, these practices originate from outdated understandings of women as showpieces and property, even though they are commonly seen in film and television or at another's wedding. Rituals or symbols that compete with those that are essential are discouraged. On the other hand, couples may wish to express themselves within their culture, so it is important to make choices that enhance what is essential and let go of what duplicates or detracts from the essential.

Cultural Aspects

There are many rituals involved in a wedding, including those rituals that are part of courtship, engagement, rehearsal, wedding day, reception and honeymoon. Rituals are culturally based and are celebrated according to one's family and cultural traditions.

For a Catholic wedding, the essential and most important rituals are those that are required by the Church. According to Catholic sacramental theology, the most important aspect of the rite of marriage is the mutual consent given at the time of the exchange of vows and rings.

No other part of the wedding must eclipse this most holy of rituals that defines the sacrament. Indeed, marriage is the only sacrament in the Church not conferred through the hands of the ordained. The sacrament of marriage is witnessed by the priest or deacon but conferred through the consent of the couple. And so, the bride and the groom are the presiders of the sacrament at their wedding. Their unity is a symbol of Christ's love for the Church. Everything they do should be done as a couple, emphasizing their unity. For this reason, couples of different Christian religions are encouraged *not* to have a Nuptial Mass because at the time of communion, one would not be able to receive.

Other cultural or religious traditions such as flowers given to the Blessed Mother, the placing of a veil around the couple, the giving of arras and the Lazo are permitted but they should be looked at in light of the circumstances of each couple. The question to keep in mind is, does this ritual action have special meaning for us, or are we doing it because we think people expect us to do so?

The "Unity Candle" is not permitted during any ceremony. We recommend this practice for the reception. The unity candle is not part of the rite of marriage in the Catholic Church and never has been. Your unity is shown publicly in the sacrament on your wedding day.

Please advise us at the time of the planning of your liturgy if and what cultural aspects you would like to incorporate. Please be advised that they may be subject to approval by the Marriage Prep Minister and/or the pastor.



Preparing for the Wedding Liturgy and Ceremony Cont.

More than forty years ago, the Roman Catholic Church began a major reform of the liturgy and sacraments of the Church. In the case of the sacrament of marriage, the Church's understanding of marriage was redefined in light of the contemporary Christian experience and emerging research in scripture and sacramental theology.

In 1969, the Roman Catholic Church promulgated a revised Rite of Marriage. This is the Rite that we use today.

In keeping with the Rite of Marriage, St. Mary's Basilica offers three forms for the bride and groom to begin the wedding.

1. The bride and groom walk down the aisle together, for it is the bride and groom, as the primary ministers of the sacrament, who confer the sacrament of marriage on one another.
2. The bride and groom are escorted by both parents.
3. The bride is escorted by her father (Groom with his parents and Mother of the Bride to be included in the procession)

The form most fitting with the Catholic Marriage Rite is the bride and groom walking down the aisle together.

Tidbits: It is frequently depicted in film and at weddings in other churches that the bride enters the church escorted by her father. It is important to note that this is an outdated custom dating back to medieval times when marriages were arranged very much like a business deal.



Wedding Rehearsal

All aspects of your wedding rehearsal and ceremony will be overseen by our parish wedding coordinator. We do not allow outside wedding consultants to participate in the church aspects of your wedding.

Regular Basilica liturgy and devotional activities as well as parish staff schedule require that rehearsals begin promptly at the scheduled time. This is also a simple courtesy to all involved.

All those who are involved with the Rite of Marriage, such as lectors, groomsmen, bridesmaids etc., must be present 1/2 an hour prior to start of the rehearsal (example: if you are scheduled for a 5:00 pm rehearsal, all involved are asked to be present by 4:30 pm) Tardiness will result in an inadequate rehearsal or cancellation of the rehearsal altogether. Couples are cautioned to instruct the wedding party of proper church behavior and decorum.

It is the responsibility of the couple to inform their wedding party and all involved with the Rite of Marriage of time schedules.

Wedding Ceremony

Everyone in the wedding party (*including the bride and groom*) and all those involved with the Liturgy are to arrive at the church at least 30 minutes prior to the scheduled time of the wedding. It is extremely important that the ceremony begin on time. Tardiness of the bride, groom or of anyone involved in the liturgy that would delay the start of the ceremony will result in the loss of time in the Basilica for pictures after the ceremony and/or run the risk of not being able to have a full Mass (if this applies). Be aware of other events happening in the downtown area and plan transportation time accordingly.

Preparing for the Wedding Liturgy and Ceremony Cont.

The Procession

The wedding procession, if there is to be one, is to look like the procession at Sunday Mass. It is led by the cross, followed by the lector (s), followed by the priest. The wedding party in pairs is next, followed by the bride and groom, with or without their parents. *There is never a break in spacing for the entrance of the groom or the bride.*

The groom and the bride step into the procession immediately following their witnesses. The wedding party is seated in the second pew in the front of the church, behind the bride's and groom's immediate families. The bride and groom may choose to sit with their families, or they may be seated in the sanctuary with their witnesses. *Please note that one set of witnesses will be allowed to sit with the bride and groom in the sanctuary. If there are to be more than one set of witnesses they will be arranged and placed accordingly with the rest of the wedding party.*

The wedding procession is usually accompanied by instrumental music. Once everyone is in place, a Gathering Hymn (chosen by the couple during the music planning) is sung by all. **Please note there is only ONE Processional Song for everyone in the wedding party, no special music for the entrance of the bride.** Once the entrance hymn has ended the presider leads the Sign of the Cross and greets all present, which is the traditional beginning of Catholic liturgy.

Basic Procession Examples

The Cross Bearer	The Cross Bearer	The Cross Bearer
The Readers	The Readers	The Readers
The Presider and or Deacon	The Presider and or Deacon	The Presider and or Deacon
The Wedding Party	The Wedding Party	The Wedding Party
The Flower Girl and Ring Bearer	The Groom escorted by both parents	Groom with Parents
Best Man and Maid/Matron of Honor	The Flower Girl and Ring Bearer	The Flower Girl and Ring Bearer
Parents of the Groom	Best Man and Maid/Matron of Honor	Best Man and Maid/Matron of Honor
Parents of the Bride	The Bride escorted by both parents	Mother of the Bride and Escort
The Bride and Groom		The Bride escorted by her Father

Please inform the Wedding Prep Minister, at the time of Liturgy Planning, if you would like to add Padrinos and/or other important people to the procession.

The Ceremony

For the entirety of the Ceremony the Bride and the Groom, the Best Man and the Maid/Matron of Honor are situated in the Sanctuary facing out to the Congregation. There are no kneelers. Wedding Vows are made in front of the altar with the Bride and Groom facing one another



Fees and Stipend's

Please note that the parish receives many requests from couples wanting to be married in the Basilica. This presents a special pastoral concern in that the Church is not intended to be solely a wedding chapel. Therefore, we take special precautions to ensure that those who are members of the parish receive top priority to arrange for their sacramental celebrations.

Because sacraments are community celebrations, they are normally celebrated in the Church where a person is registered and attending. Those seeking to be married here who are not registered parishioners must receive special permission from their home parish pastor to be married here. Permission may be granted based on affiliation to the Basilica through previous sacramental celebrations, family ties or based on other appropriate circumstances.

Church Fees are charged on the level of parish participation. The fee below only includes the fee for the use of the church, the fee for the organist, church cantor, coordinator, altar flower arrangements and presider's stipend. Fees for classes, outside musicians and or instrumentalist are the responsibility of the couple and are separate from the cost indicated below.

1. Registered parishioners of St. Mary's Basilica who are financially supportive and active in the parish, or their children: **\$2500.00**
2. Non parishioners: **\$3500.00**

The nonrefundable deposit of \$250.00 is deducted from the balance of the above fee. **The balance of monies due to the Basilica needs to be paid 30 days prior to the wedding date.**

If you will not be getting married at St. Mary's, and will be getting married at another parish in or out of state, and only doing your preparation with us the fee is \$250.00. Couples are still held to the 9 month Marriage Prep time.

Tidbit: Something to keep in mind...how much is being spent on dresses, limos, reception, etc? Some portion of what is being spent on all the peripheral matters should be dedicated to the Lord who has provided all that we have and all that we are.

Marriage Prep Ministry Team Contact Information

Marriage Preparation Information

Fr. Micah Muhlen—Marriage Preparation and Nullity Minister (Pastor's Delegate) 602-354-2070 mmuhlen@smbphx.org

Jerome Doris—Parish Manager
602-354-2069 jdoris@smbphx.org

Music Ministry Information

Gordon Stevenson—Music Director/Organist
602-354-2061 gstevenson@smbphx.org

St. Mary's Basilica Priests

Fr. Michael Weldon, OFM—Pastor
602-354-2072 mweldon@smbphx.org

Fr. Micah Muhlen, OFM—Parochial Vicar
602-354-2070 mmuhlen@smbphx.org

Appendix A

Order of Service for the Rite of Marriage

The Rite of Marriage During Mass

ENTRANCE RITE

Procession
Gathering Hymn
Greeting
Penitential Rite (if there is to be one)
Gloria (Sung)
Opening Prayer

LITURGY OF THE WORD

1st Reading - Old Testament
Responsorial Psalm (Sung)
2nd Reading - New Testament
Gospel Acclamation (Sung)
Gospel
Homily

RITE OF MARRIAGE

Address and Statement of Intentions
Consent (Vows)
Reception of Consent (Vows)
Blessing and Exchange of Rings
Cultural tradition (only if added)
Prayers of the Faithful

LITURGY OF THE EUCHARIST

Presentation of the Gifts (Bread and Wine)
Preparation of the Gifts
Eucharistic Prayer
The Lord's Prayer
Nuptial Blessing
Sign of Peace
Breaking of the Bread
Communion
Prayer after Communion
Flowers to the Blessed Virgin Mary (only if added)

CONCLUDING RITE

Blessing
Dismissal and Introduction
Recessional

The Rite of Marriage Outside Mass

ENTRANCE RITE

Procession
Gathering Hymn
Greeting
Opening Prayer

LITURGY OF THE WORD

1st Reading - Old Testament
Responsorial Psalm (Sung)
2nd Reading - New Testament
Gospel Acclamation (Sung)
Gospel
Homily

RITE OF MARRIAGE

Address and Statement of Intentions
Consent (Vows)
Reception of Consent (Vows)
Blessing and Exchange of Rings
Cultural tradition (only if added)
Prayers of the Faithful
Nuptial Blessing
Flowers to the Blessed Virgin Mary (only if added)

CONCLUDING RITE

The Lord's Prayer
Blessing
Dismissal and Introduction
Recessional

Appendix B

Marriage Preparations outside of St. Mary's Basilica & Out of Diocese/State

Marriage Prep Outside of St. Mary's Basilica

If you are not a parishioner of St. Mary's Basilica, but are registered in a parish within the diocese of Phoenix. We encourage the couple to do all Marriage Preparations at that parish.

If you are being prepared out of diocese/state please allow yourself extra prep time so that the prenuptial file maybe properly sent through the required channels between diocese.

St. Mary's Basilica requires couples, who are as stated as above, to provide the following in order to secure a wedding date at St. Mary's Basilica:

1. Contact the parish Marriage Prep Minister to introduce yourself and to see if the date you are looking for is available.
2. Thoroughly read the Basilica Guidelines. The Wedding Prep Minister should be contacted to answer any questions the couple may have.
3. After reading the guidelines and the couple is ready to proceed. The Marriage prep minister will then require the couple to obtain a letter from the Marriage Prep Church stating that the couple has begun the marriage prep process, is free to marry and is given permission to be married at St. Mary's.
4. Once the letter has been received the couple will then be asked to fill out and sign the Guideline Agreement and return to the parish with the \$250 non-refundable deposit.
5. Couples wishing to use a Basilica Priest will need to arrange an appointment to meet with the priest at least one month prior to the wedding date.

If you will be using a visiting presider/deacon who is within the Diocese of Phoenix he will need to obtain a delegation letter from our pastor.

If you will be using a visiting pastor/deacon not of our diocese, he will need to obtain a delegation letter from our pastor and he will also need to provide a letter of good standing from his diocese.

6. Couples will be contacted by the marriage prep minister and Music Director to set an appointment to plan the Liturgy Music at least one month prior to the wedding.

At all times, arrangements and details are discussed exclusively with the couple. Outside wedding consultants, parents, siblings are advised to refrain from interference and refer all matters to the couple preparing for marriage. This will ensure that we have continuity and no misunderstandings.

It is the couple's responsibility to communicate to family, such as parents and siblings, what our guidelines are in all aspects of the ceremony. It is in every one's best interest that there be no "surprises" to explain and deal with at the rehearsal or on the wedding day.

Refusal to abide by the Basilica Guidelines will result in the cancelation of the wedding.

Appendix C

Marriage Preparation Only

Couples who will be getting married in another Diocese and/or State and are only seeking Marriage Prep are required to fulfill the Diocese Required Marriage Preparation (minimum of nine months).

The Marriage Prep Only fee for St. Mary's Basilica is a non-refundable \$250.00.

The couple should:

1. Contact the parish office to set up a meeting to begin the Marriage Prep requirements.
2. Provide the following information:

Scheduled Date of Marriage

Name and address of Church where the wedding will take place

Name of priest or deacon who will be performing the ceremony

If the priest/deacon is not of that parish, please include their home parish/ diocese information

Please allow yourself extra prep time so that the prenuptial file maybe properly sent through the required channels between diocese.



Appendix D

St. Mary's Photography and Video Guidelines

Photographers & video technicians may set up an appointment prior to the wedding date to meet with the Marriage Prep Minister to see the facility and note all boundaries.

Due to the sacramental nature of the wedding ceremony, photographers and video technicians must be respectful and must be discrete during the ceremony as not to disrupt the prayerfulness of the event. The following guidelines are enforced by St. Mary's Basilica. All aspects of the ceremony are facilitated by the parish coordinator assigned to the couple. Any directions and or warnings should be followed at all times. Failure to abide by these guidelines may result in the photographer, video technician and the company being excluded from St. Mary's. The sacredness of this sacrament is first and foremost upheld at all times.

Regarding Reverence

- At all times the sacredness of the Church and the surrounding areas must be respected.
 - No loud talking; speak softly in the Church.
 - Be aware that there may be another wedding taking place in the Church or people may be praying.
 - Another wedding party may be using the Plaza during a portion of your time at the Basilica.
- Photographers are asked to use discretion in setting up photographs.

Before the Wedding Ceremony

- Photos are permitted one hour before the wedding in the rear of the church or outside.
- Photos may not be taken at the altar before the ceremony.

During the Wedding Ceremony

- No flash photography is permitted in the Church, as it interrupts prayer.
- During the ceremony, photos may be taken from the side aisles only, at the first pillars, several pews behind the last guests, or from the choir loft. When in the choir loft, please be respectful of musicians and instrumentalist in your movements and equipment.
- At no time are you allowed to stand on, kneel on, or place a tripod in the midst of the guests or in the altar area.
- Do not block the aisles.
- The photographer may NOT step into the aisle during the procession to or from the altar unless s/he is at the back of the church.
- The videographer must confer with the Wedding Coordinator as to the proper location for filming the wedding.
- The videographer may use the choir loft or the side aisle. If you choose the side aisle as directed by the Wedding Coordinator, you must remain stationary. Filming of the guests (panning) is not allowed.
- In order to maintain a sense of reverence and avoid distraction, do not walk about the church.

After the Wedding Ceremony

Photos of the signing of the wedding certificate may be taken in the Sacristy. (Flash may be used) Photos may be taken at the altar. (Flash may be used)

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Please submit this signed agreement at least 30 days prior to the wedding date.

Signature of the Photographer _____ Date: _____

Signature of the Bride and Groom

_____ Date: _____

