



## **A Testament to Christ**

Congratulations on your forthcoming marriage!

We at St. Olaf Parish welcome your wedding and will assist you in planning this important celebration of your faith. Deacon Bob Chittendon and I are committed to supporting you as you prepare for your marriage covenant. As a general rule, Deacon Bob assists interfaith couples and I assist couples who are both Catholic.

The enclosed guidelines are provided to answer frequently asked questions about preparing for your Catholic wedding.

At our first meeting, we will need to complete some forms required by the Church and also to complete a marriage inventory. At that time we will need a copy of your baptismal certificate and the date and place of your First Communion and Confirmation. This certificate cannot be more than six months old. Generally, if you have received First Communion and were confirmed, that information will be on the baptismal certificate. If one of you was baptized in a non-Catholic church, we will need a copy of the baptismal certificate from that church.

We look forward to working with you in preparing for your celebration of the Sacrament of Marriage in the Catholic Church.

Yours in Christ,  
Father Paul Hoffman



## St. Olaf Catholic Church Wedding Guidelines

### What must we do to be married at St. Olaf?

First: Contact the parish office 715-832-2504 ext. 100 to set your wedding date and confirm the availability of the presider. A Reservation Form will be provided and must be returned promptly to the parish.

Second: FOCCUS Inventory information will be provided. Upon completion of FOCCUS Inventory a FOCCUS Inventory couple will be assigned to each engaged couple.

Third: schedule an appointment with the Director of Sacred Music to discuss the role of music and other elements of the marriage liturgy.

Fourth: the couple will complete the Two Becoming One, marriage preparation weekend currently held at St Olaf Parish.

Fifth: Obtain a copy of Baptismal Certificate. If Catholic, the Baptismal Certificate will have all required information. Other than Catholic Baptisms please obtain Communion and Confirmation information as well as Baptismal Certificate. For individuals baptized at St Olaf, we will already have the information.

Sixth: After having obtained the Baptismal Certificate (and related required documents) schedule an appointment with the presider for your wedding liturgy. This meeting should occur 90 days prior to the wedding ceremony.

Seventh: couples are encourage to attend Natural Family Planning (NFP) classes. Information for on-line or person-to-person presentations is available on the Diocese of La Crosse web page.

Eighth: at the marriage rehearsal, the couple will provide the marriage license and cover any unpaid fees/stipends.

Finally: since your plan for marriage is a response to God's will in your lives, it is important to remain spiritually connected to Him in your daily lives. It is important to pray regularly (and together). Christians are reminded of the Commandment to "Keep holy the Sabbath," particularly through weekly church attendance. Catholic Christians are encouraged to receive the Sacrament of Confirmation before marriage and ideally would participate in the Sacrament of Reconciliation near the time of their wedding.

### If one of us was married before, can we still get married in the Catholic Church?

That depends. While this is not a real complicated question to answer, no one can answer it without knowing the exact circumstances. The best way to find out is to ask a priest, deacon, or other pastoral minister in the parish or diocese in which you plan to be married.

### If my fiancé is not Catholic, is there anything special we have to do to be married in a Catholic Church?

No more than any other couple, except that the Catholic party must promise to do his/her best to see that any children born of the marriage will be raised Catholic. We encourage those planning an interfaith marriage to learn, appreciate and understand as much as possible about the faith background of the other partner. An interfaith marriage can be a truly beautiful relationship when both partners have faced the religious questions honestly right from the start. It can be very difficult and painful when this is not done.

### How do we decide whether or not to have Mass with our wedding?

You should make your decision in consultation with a member of the clergy. You will want to consider the following:

What is our relationship to the Sunday Eucharist?

Are we faithful to the Church's Sunday prayer?

Have we been away from the community's prayer?

Have we committed ourselves to returning?

If one of you is non Catholic, he/she will be unable to receive Holy Communion if the wedding is celebrated during Mass. Do you wish to include something in the celebration in which only one of you will be able to partake? It is for this reason that the Catholic Church encourages interfaith couples to celebrate the Sacrament of Marriage within the Liturgy of the Word.

Is Mass or Liturgy of the Word the better context for the Sacrament of Marriage? Some people seem to think that a couple is not really married unless the sacrament occurs during Mass. This is simply not true. The sacrament is the sacrament regardless of the context. Be open and honest with the presider with whom you are preparing your wedding and make the decision which will provide for the most prayerful celebration.

### Can we have our wedding outdoors?

No, the marriage regulations for the Diocese of La Crosse require that priests and deacons who officiate at weddings in the diocese can only do so in a church. There are very good reasons for this policy and our diocese enforces it strictly.

### Is there a limit to the number of attendants we can have?

You, the bride and groom, are the focal point of the wedding, and an excessive number of attendants detracts from this focus and crowds the sanctuary. Therefore St. Olaf encourages a limit of five couples. Due to historical implications, children under the age of 12 will only be allowed in the processions and cannot stand with the wedding party during the ceremony.

### Are there any financial charges for the wedding?

The fee to the church is \$200.00. This offering is

used to aid the poor through the parish's "Fund for Works of Charity." It is not given to the minister, the musicians, or used for general parish use. Those who are not members of the parish or are inactive members will make an additional \$200.00 offering for the general operating of the parish.

Should you wish to give a monetary gift to the priest or deacon who presides at your wedding, the amount of \$100 is suggested.

Musicians have their own fees; arrangements need to be made with them. The Director of Sacred Music is able to help you with this.

#### How is the wedding service determined?

The celebration of the wedding is determined by the Ritual of Marriage of the Catholic Church. Recently, the practice of using a Unity Candle has been requested by couples as part of their church celebration. This element is not part of the Rite of Marriage and is not to be included in the church service. Couples may want to incorporate this element at their reception. The Mass schedule at St. Olaf requires that all weddings begin no later than 1:30 pm.

#### Music and Your Wedding Liturgy

Music is a basic and integral part of Catholic Worship, and so it should be for your wedding celebration, whether you decide to have Mass or Liturgy of the Word. It is not a frill, but an important and basic element that cannot be overlooked when planning your wedding ceremony. There are parts of the celebration that need to be done with music, and the most important times are those for congregational song. Unfortunately, this is usually the last type of music that couples consider. Allowing an organist or soloist to perform all of the music in your wedding is not compatible with Catholic Liturgy. Planning music in which the entire assembly can take part is a vital requirement when planning music for your celebration. To put it another way, the music must fit the context of faith and dignity of the occasion. The texts should speak to the Christian concept of marriage, not simply a romantic one. Every generation has its love songs, and some of them are great music. They may have a place in your wedding day, but not as part of your wedding liturgy.

It's also important to remember that your wedding belongs to more than just the two of you. Those who have come to share the day with you want and deserve the opportunity to help you celebrate by lifting their hearts and voices in song. They aren't there to be passive; let them celebrate with you. Select music to help them do that. Choose songs and refrains that they can sing. By doing this, you give them a sense that this is a celebration of joy where everyone can participate. They don't have to wait until the reception to express their joy!

We will also help you create the worship aid for your wedding. You can take it to the printer and make as many copies as you need.

#### Who may play and sing at our wedding?

St. Olaf has a strong tradition of faith-filled, talented and competent musicians who are specially trained to assist in planning and ministering the music for your wedding liturgy. Therefore you are expected to choose from St Olaf musicians who have been trained for this ministry. They will negotiate their fees with you as you determine your needs. You may have friends or family members who wish to sing for your wedding as well. Please consult with our Director of Sacred Music at 715-832-2504 ext 105.

DIOCESE OF LA CROSSE EAU CLAIRE DEANERY MARRIAGE PREPARATION

**MARRIED LOVE: TWO BECOMING ONE**

Hosted at: St. Olaf Parish / 3220 Monroe Street / PO Box 1203, Eau Claire, WI 54702 / 715-832-2504

Married Love: Two Becoming One was written under the direction of the Diocesan Office of Family Life and the Office of Natural Family Planning.

The Fifth Diocesan Synod directed that it be used exclusively within the Diocese of La Crosse.

It is composed of four sessions that seek to help the engaged couples focus on the sacramental nature of Marriage and its consequences in their living out of their vocation in the church.

Session One: examines more closely the notion of Covenant. The sacrament of marriage is situated in this biblical notion of God's relationship with his people.

Session Two: addresses the issue of Faithfulness in marriage. It breaks open the first of three questions the officiate asks the bride and groom: "Have you come here freely and without reservation to give yourselves to each other in marriage?"

Session Three: places the focus on Permanence. It discusses the implications of the second question: "Will you love and honor each other as husband and wife for the rest of your lives?"

Session Four deals with Openness to Life in the marriage relationship. It is intended to help the engaged to understand the third question they are asked at the wedding celebration: "Will you accept children lovingly from God and bring them up according to the law of Christ and his Church?"

The presentation of these four topics is done in an atmosphere of openness to the position of each participant. In this context the participants are encouraged to ask questions and to enter fully into the activities and discussion in each session.

The weekend will begin with registration and welcome at 5:30 PM followed by dinner at 6:00 PM. The weekend will resume on Saturday at 8:30 AM and conclude with the Celebration of Mass at 5:00 PM.

A formal blessing and presentation of Certificates of Completion for the Married Love: Two Becoming One program will be conferred during the Celebration of Mass.

**DATES FOR 2017(All Dates are Friday/Saturday)**

**Jan. 13/14, 2017**  
**Mar 10/11, 2017**

**May 5/6, 2017**  
**Jul 28/29, 2017**

- The Friday evening session begins at 5:30 PM with **dinner at 6:00 PM** and session ending at 9:00 PM.
- The Saturday session begin at 8:30 AM and will conclude with Mass at 5:00 PM.
- Saturday will include a continental breakfast and lunch.
- At the 5:00 PM Mass the engaged couples will receive a special blessing and will be given their certificates of completion of the *Married Love: Two Becoming One* program.
- Additional questions should be directed to your pastor.

**Registration Form**

**Session Attending:** \_\_\_\_\_

**Members at:** \_\_\_\_\_

*Sessions are limited to 15 couples and are assigned on a first come, first served basis. Early registration is encouraged. For questions about registration call Mary Jo, Parish Secretary at 715-832-2504.*

**To register, complete this form and mail to**

**St Olaf Catholic Church**  
**PO Box 1203, Eau Claire, WI 54702-1203**

**PLEASE ENCLOSE FEE: \$100.00**

**PLEASE PRINT CLEARLY**

Bride: \_\_\_\_\_

Address: \_\_\_\_\_

City/ST/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Groom: \_\_\_\_\_

Address: \_\_\_\_\_

City/ST/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Parish of Wedding: \_\_\_\_\_

Date of Wedding: \_\_\_\_\_

Please specify any special needs: \_\_\_\_\_

\_\_\_\_\_

## ***Guidelines for Facility Usage for Your Wedding at St. Olaf Church*** (1/08)

### **Dressing rooms**

There are two parish rooms just off the main hallway of the Gathering Space available for use as dressing rooms. Please inform your wedding guests that for security reasons the remainder of the building is off limits.

### **Pictures**

Pictures of the wedding party/families may only be taken on the **steps of the Sanctuary**. No pictures are to be taken in the Eucharistic Chapel or in the Sanctuary. Because liturgical ministers begin arriving by 4:00 in preparation for the 5:00 mass on Saturdays. The wedding ceremony shall begin no later than 1:30 pm so that all photo sessions may be completed by 3:30.

### **Respect for the Church and the Sanctuary areas**

To show respect for the presence of the Eucharistic Lord and the church property:

- No running or loud talking in the Church;
- No walking or standing in the Sanctuary;
- No food or drink outside the Gathering Space area or kitchen.

### **Flowers and Candelabras**

Flower arrangements enhance celebrations in such a wonderful way, and they may be placed in the following locations: 1) in front of or just to the left of the ambo (i.e. lector's stand); 2) behind the ambo in the back corner where the glass walls meet; 3) on the right side of the Sanctuary (in front of the presider's chair). Due to the sloped decline of our aisles, candle stands and aisle runners cannot be used. Flower arrangements and candles cannot be near, in front of, or around the altar. Ribbons or floral arrangements may be attached to the aisle ends of pews/chairs. If you have questions or need help setting up your arrangements, please notify Dee Bouley, and she will arrange for a member of the Art & Environment Committee to assist you. The Unity Candle is not an element of the Rite of Marriage and is not to be included in the church service. You may wish to incorporate this in a meaningful way at your reception! Please consider a special gift to St. Olaf's Church in the donation of a floral arrangement as a gesture of thanksgiving. Thank you!

### **Worship Aids**

The wedding liturgy should resemble a Sunday liturgy as much as possible. Your gathered guests are encouraged to fully participate in your celebration, and we strongly recommend that you provide an aid that promotes their involvement. Having the score and words of the music for your wedding is essential to their participation. Templates or originals for printing of wedding worship aids can be prepared by our music director, Dee Bouley. Please ask your ushers to place a worship aid at the seat of your parents and all members of your wedding party before beginning to seat your other guests.

### **Liability insurance prohibitions**

- No aisle runners in church;
- No throwing of rice, petals, grains or seeds inside or outside the church.

### **Clean-up**

We suggest that you put your ushers in charge of clearing the Gathering Space, the Church and any other rooms used, and restoring all to their original condition by 4:00. If your pictures begin several hours before the ceremony and you want to provide a meal for your wedding party, you may use the kitchen to store and serve your food. Please clean up this area, and take any remaining food with you as you leave. Thank you!

## Wedding Reservation Form

Date of Initial Contact: \_\_\_\_\_  
Proposed Date of Marriage: \_\_\_\_\_

**FULL NAME OF GROOM:** \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Religion: \_\_\_\_\_ Parish: \_\_\_\_\_

Baptized: Yes  No  Confirmed: Yes  No

Church Attendance:  Frequently  Occasionally  Rarely  Never

Previously Married:  Yes  No How Many Times? \_\_\_\_\_

Current Marrial Status: Single  Divorced  Separated  Widowed

Decree of Nullity (IF CHECKED DO YOU HAVE LETTER OF DECREE?)  Yes

Education (level completed): \_\_\_\_\_ Currently a Student:  Yes  No

Occupation: \_\_\_\_\_ Name of Employer: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Religion: \_\_\_\_\_ Parish: \_\_\_\_\_

Mother's Maiden Name: \_\_\_\_\_

Religion: \_\_\_\_\_ Parish: \_\_\_\_\_

**FULL NAME OF BRIDE:** \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Religion: \_\_\_\_\_ Parish: \_\_\_\_\_

Baptized:  Yes  No Confirmed:  Yes  No

Church Attendance:  Frequently  Occasionally  Rarely  Never

Previously Married:  Yes  No How Many Times? \_\_\_\_\_

Current Marrial Status:  Single  Divorced  Separated  Widowed

Decree of Nullity (IF CHECKED DO YOU HAVE LETTER OF DECREE?)  Yes

Education (level completed): \_\_\_\_\_ Currently a Student:  Yes  No

Occupation: \_\_\_\_\_ Name of Employer: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Religion: \_\_\_\_\_ Parish: \_\_\_\_\_

Mother's Maiden Name: \_\_\_\_\_

Religion: \_\_\_\_\_ Parish: \_\_\_\_\_

**TO SECURE REQUESTED DATE FOR WEDDING, PLEASE RETURN COMPLETED FORM WITH A NON-REFUNDABLE \$200.00 RESERVATION FEE (which will be used for "Works of Charity"). THOSE WHO ARE NOT MEMBERS OF THE PARISH OR ARE INACTIVE MEMBERS WILL MAKE AN ADDITIONAL \$200.00 OFFERING (for the general operating of the parish). CHECKS ARE PAYABLE TO "ST. OLAF CHURCH."**

**ST OLAF CATHOLIC CHURCH - PO Box 1203 - 3220 MONROE STREET - EAU CLAIRE, WI 54702-1203 - 715.832.2504**