

# Church of Saint Anne

## *Wedding Guidelines for Sacramental Marriage*



1321 Braman Avenue

Bismarck, ND 58501

Phone: 701.223.1549

Website: [www.stannesbismarck.org](http://www.stannesbismarck.org)

*Dear Engaged Couple,*

*Thank you for allowing us to accompany you on this exciting and important part of your journey together with Our Lord. It is exciting to prepare for the day of your wedding. We appreciate how important this time is to firmly establish the foundation on which you will live out the beautiful Sacrament of Matrimony. These months ahead mark a special time in which you are able to deepen your relationship in Christ and prepare yourself for the gift He has ready for you.*



*Marriage is a Sacrament of the Church. The Sacraments are “powers that come forth” from the Body of Christ. They are actions of the Holy Spirit at work in His Body, the Church. They are the “masterworks of God” in the new and everlasting covenant. (CCC 1116)*

*Marriage is a power that comes forth from the Body of Christ. It is an action of the Holy Spirit; it is a masterwork of God. This type of activity of God might be easier to appreciate in some of the other Sacraments when the priest is the minister through whom God acts to accomplish His wonderful will: “I Baptize you,” “I Absolve you,” “Take this and eat of it, This is my Body.” For these actions of the Holy Spirit to occur, the minister needs to be properly prepared, know what they are doing, and then carry out the action as the Holy Spirit has inspired Christ’s Church to do.*

*In the Sacrament of Matrimony, the engaged couple are actually the ministers! It is through your words and actions that this power will come forth from God and join the two of you in this masterwork of becoming one in His love.*

*It is our pleasure to help prepare you for that day on which the foundation is set for your life together in Christ.*

*It is our hope that this handbook will help you to enter more fully into this time of preparation to celebrate this Sacrament and open you to the blessings needed to “Remain in His love.” (Jn. 15:9)*

*Our prayers are with you!*

*God bless you,*

*Father Wayne Sattler and the Staff of St. Anne’s*

# General Information

## SCHEDULING A WEDDING AT CHURCH OF SAINT ANNE

- The first step for a couple who seek marriage and to be married at the Church of Saint Anne is to contact Father Sattler or Father Nelson as soon as possible (one year or sooner is not too soon). At least 6 months advance notice is necessary. The priest will establish a meeting date and time with the couple to discuss marriage preparation requirements.
- Wedding liturgies are scheduled any time with respect to the wishes of the couple and the availability of the Church building and the priest that will preside. Saturday weddings are to be scheduled no later than 1:30 pm to respect those who will be arriving at the Church for the sacrament of reconciliation at 3:00 pm. Weddings are not scheduled during Lent.
- Be sure to secure the date of your wedding with Father Sattler or Father Nelson before making commitments with caterers, reception halls, invitations, etc.
- Wedding rehearsals are scheduled on the evening before the wedding and generally last 45 minutes to one hour.



## SPECIAL CIRCUMSTANCES

If either of you were previously married or divorced it will be necessary to receive further guidance before a marriage can be scheduled.

Ordinarily, one of the priests from Church of Saint Anne's will preside at your wedding. However, you are welcome to invite another ordained Roman Catholic priest or deacon to preside at your wedding. Note, however, the priest or deacon you wish to witness your marriage must be authorized to witness marriages in the Diocese of Bismarck. Father Sattler can provide you with more information about this.

## WEDDING FEES

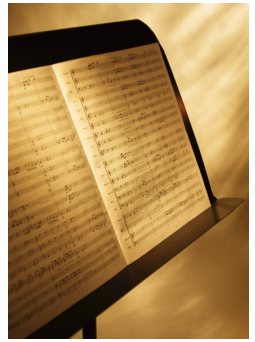
The Church of Saint Anne is an active parish that provides a full range of spiritual and pastoral ministries to its parishioners and other individuals throughout the Bismarck area. The wedding fee you pay covers the use of the church, maintenance and utility costs.

- The fee for a wedding at the Church of Saint Anne is \$200 for parishioners and \$400 for non-parishioners. Payment is due when the church is reserved for your wedding ceremony. If you desire to use the lower level of the Church for a reception there may be an additional fee.
- In the case that the wedding is canceled, 50% of this fee is refundable if notice is given at least 90 days before the wedding. After 90 days 100% of the fee is nonrefundable. If the fee is a personal hardship, please speak with Father Sattler and the situation will be addressed accordingly.



## Music Fees

The Director of Music and Liturgy can assist you in finding musicians if you do not have musicians. Each musician will indicate what he or she would charge (a customary rate is \$100 - \$150/per musician).



## Priest and Server Fees

- Father Sattler and Father Nelson do not charge a fee for their services. You certainly may provide them with a gift; a typical stipend for a marriage is around \$100.
- Mass servers are not required for your ceremony. If you would like to include servers, the customary gratuity is \$20 for each server. The Director of Music and Liturgy can assist you in finding Mass servers.

# Marriage Preparation

## Marriage Preparation Program

Completion of the Marriage Preparation Program is required to be married at Church of Saint Anne. These requirements will be discussed with you during the first meeting with the priest. The requirements should be completed at least two months before the date of marriage.

The Marriage Preparation Program consists of the following:

- Meeting with Father Sattler or Father Nelson for marriage preparation sessions and completing the FOCUS/PREPARE Evaluation.
- Enrolling in a Natural Family Planning (NFP) Class; NFP methods, instructors and classes are available at the following link:  
<http://www.bismarckdiocese.com/index.cfm?load=page&page=249>
- Attending a Pre-Marriage Seminar – You must attend this seminar prior to your marriage. Information can be found at the following link:  
<http://www.bismarckdiocese.com/index.cfm?load=page&page=248>
- Baptismal certificate – Catholics must provide an updated Baptismal certificate from the Catholic Church, dated no earlier than 6 months before the wedding (unless baptized at Church of Saint Anne). Non-Catholics must bring a copy of their Baptismal certificate.



## Required Documentation Continued

*The Catholic Church requires several documents to be on file with the Church prior to a wedding ceremony. These documents establish your ability to enter into marriage freely and provide the Church with the necessary information to record your marriage properly.*

### MARRIAGE PAPERS AND INSTRUCTIONS

- The priest/deacon fills out the diocesan marriage forms. These must be completed before the couple can go ahead with finalizing the plans for the marriage. The papers are kept on file in the parish where the marriage is to take place.
- If you were Baptized as a Roman Catholic, an official copy of your Baptismal Certificate is needed (with the seal of the Church embossed onto it). An official copy is one issued before your wedding date, but not more than 6 months prior to it. Call or write to the Church where you were baptized to obtain a copy. If you were baptized in another Christian church, a certificate or other proof of baptism must be provided.



### AFFIDAVIT CONCERNING MARITAL FREEDOM

If either or both of you are not known personally by the priest/deacon, he may ask for a statement from someone who knows you well that you are free to marry. If either partner has been previously married they must produce either a death certificate for their former spouse, or a Declaration of Nullity and Freedom to Marry Form from the Marriage Tribunal.

### CANONICAL PERMISSION FOR A MARRIAGE BETWEEN A CATHOLIC AND A BAPTIZED NON-CATHOLIC

Marriage between a baptized non-Catholic and a Catholic requires the permission of the bishop. The priest/deacon must complete and submit the request.



### DISPENSATION FROM THE IMPEDIMENT OF DISPARITY OF CULT

When a Catholic plans a marriage to someone who is not baptized, a dispensation must be granted by the bishop. The form for making this request is completed and submitted by the priest/deacon.





## Required Documentation Continued

### PROMISE OF THE CATHOLIC PARTY

In a marriage with a non-Catholic, the Catholic party must promise to continue living their faith in the Catholic Church; to do all in their power to share their faith with their children by having them Baptized and educated as Catholics and to respect the conscience of their partner in marriage. The non-Catholic partner is not asked to make these promises, but must be aware that the Catholic party is doing so.

### PETITION FOR DISPENSATION FROM THE CANONICAL FORM OF MARRIAGE

When a Catholic wishes to marry a non-Catholic in the non-Catholic party's church, a special dispensation must be granted by the bishop. This dispensation will be granted if there is a good reason. The dispensation allows the marriage in the non-Catholic Church with the minister as official witness of the vows. No priest/deacon need be present. The form requesting this dispensation must be completed by the priest/deacon and submitted to the bishop.

### CIVIL MARRIAGE LICENSE

Please submit the marriage license to the church office at least 2 weeks prior to your wedding.

## The Marriage Ceremony

*The Marriage Ceremony is a religious ritual in which the Catholic Church celebrates the continuing presence and activity of Jesus in the relationship of husband and wife. The Sacrament of Matrimony always takes place in a parish church and never in a private home, outdoors etc.*

### PRESIDER

Ordinarily, one of the priests from Church of Saint Anne will preside at your wedding. However, you are welcome to invite another ordained Roman Catholic priest or deacon\* to preside at your wedding. Note, however, the priest or deacon you wish to witness your marriage must be authorized to witness marriages in the Diocese of Bismarck. Father Sattler will also need to give delegation to this priest or deacon, and can provide you with more information about this.



Clergy of other religious communities and faiths are welcome to assist in the celebration of your wedding. They may assist with the reading of either the Old Testament or New Testament scripture. Appropriate adaptations may be made after consultation with that minister and the officiating priest.

*\*An ordained deacon could only preside over a Rite of Marriage Outside of Mass (i.e. celebration without Communion).*



# The Marriage Ceremony Continued

## LITURGY PREPARATION

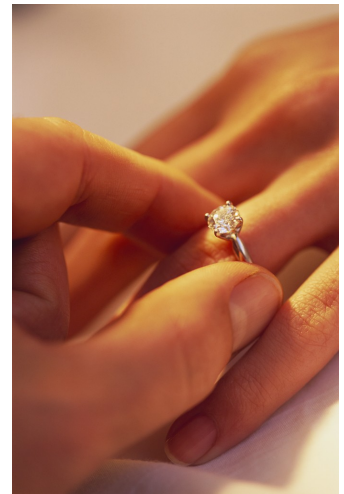
The Church celebrates marriage in one of two forms:

- Rite for Celebrating Marriage During Mass (Mass with Communion) OR
- Rite for Marriage Outside Mass (i.e. no Communion).

The priest will help you decide which form is appropriate for your celebration. Pages 6 and 7 have the order of service for each type of Marriage Ceremony.

Church of St. Anne has a Director of Music and Liturgy who will assist you in planning your wedding liturgy. Schedule an appointment by contacting:

*Pat Anderson, Director of Music and Liturgy*  
*Email: [panderson@stannesbismarck.org](mailto:panderson@stannesbismarck.org)*  
*Phone: 223-1549 ext. 104*



## READINGS AND PRAYERS

Begin planning your wedding liturgy by choosing the Scripture readings. *TOGETHER FOR LIFE*, a book by Joseph M. Champlin, will be given to you on your pre-marriage weekend. It presents an excellent selection of suggested readings, prayers, prefaces and blessings. Please note that non-scriptural readings or poems are never permitted in place of readings from the scriptures.

Choose the following from the *TOGETHER FOR LIFE* book:

A reading from the OLD TESTAMENT

A RESPONSORIAL PSALM (response may be printed in your program; the psalm is usually sung)

A reading from the NEW TESTAMENT (other than the Gospels)

A sung ALLELUIA

A GOSPEL reading

Please also keep in mind that the Response Psalm is usually sung at the Marriage Celebration.

## MUSIC AT YOUR WEDDING

The music at the celebration of marriage is an integral part of your ceremony. The choice of music reflects our unity in Christ and celebrates the presence of Jesus in this ceremony. As an action of the whole liturgical assembly, the wedding liturgy encourages the active participation of those who gather.

All music within the wedding ceremony must be appropriate for a Catholic wedding ceremony and must be sacred music. The Director of Music and Liturgy will discuss music selections with you. Appendix A includes some suggestions for music selections.



## Nuptial Mass Template

When both partners are Catholic, the celebration of marriage takes place during Mass. Below is a sample program for celebrating Marriage during Mass.

### The Wedding Ceremony of ...

Prelude (optional)

*Entrance Rite*

Processional

Greeting

Gloria

Opening Prayer

"Wedding Prayer"

"Canon in D"

Music Issue 901

*Liturgy of the Word*

Old Testament Reading

Responsorial Psalm

*"Happy are those who do what the Lord commands"*

New Testament Reading

Gospel Acclamation

Gospel Reading

Homily

Sirach 26:1-4,16-21

Psalm 112:12

Colossians 3:12-17

1 John 4:16

John 15:9-12

*Rite of Marriage*

Exchange of Marriage Vows

Blessing and Exchange of Rings

Optional Song

Prayer of the Faithful

"By Your Side"

*Liturgy of the Eucharist*

Preparation of the Gifts

Holy

Eucharistic Prayer

Memorial Acclamation

Amen

Lamb of God

The Lord's Prayer

Nuptial Blessing

Sign of Peace

Communion

"How Beautiful"

Music Issue 902

Music Issue 905

Music Issue 906

Music Issue 907

"The Servant Song"

*Concluding Rite*

Final Prayer and Blessing

Presentation of Couple

Recessional

"Trumpet Voluntary"





## Celebrating the Rite of Marriage Outside of Mass Template

The celebration of marriage for an interfaith couple takes place outside of the Mass. However, the couple may request marriage during the Mass. Below is a sample program for celebrating marriage outside Mass.

### The Wedding Ceremony of ...

**Prelude (optional)**

**"The Prayer"**

*Entrance Rite*

**Processional**

**"Canon in D"**

**Greeting**

**Opening Prayer**

*Liturgy of the Word*

**Old Testament Reading**

**Sirach 26:1-4,16-21**

**Responsorial Psalm**

**Psalm 112:12**

*"Happy are those who do what the Lord commands"*

**New Testament Reading**

**Colossians 3:12-17**

**Gospel Acclamation**

**1 John 4:16**

**Gospel Reading**

**John 15:9-12**

**Homily**

*Rite of Marriage*

**Statement of Intentions**

**Exchange of Vows**

**Blessing and Exchange of Rings**

**Musical Selection (optional)**

**By Your Side**

*Intercessions and Blessing*

**Prayer of the Faithful**

**Nuptial Blessing**

**The Lord's Prayer**

**Final Prayer and Blessing**

**Presentation of Couple**

**Recessional**

**"Trumpet Voluntary"**



# The Marriage Ceremony Continued

## Wedding Party and Wedding Attire

- Up to five bridesmaids and groomsmen are permitted. This includes the best man and maid/matron of honor and junior bridesmaids and junior groomsmen.
- Bridesmaids are women and groomsmen are men.
- There are only one best man and one maid/matron of honor. The best man must be a man and the maid/matron of honor must be a woman, both of which must be at least 18 years of age.
- Each couple that walks down the aisle will be one man and one woman. Two men or two women walking down the aisle is not permitted.
- You may have one ring bearer and/or one flower girl. Care should be taken in choosing young children for the wedding party, since sometimes in large social gatherings such as a wedding the children may become upset and not be able to perform his or her duty. It has been our experience that children 5 years of age and older are best suited for these roles. The children must be able to walk down the aisle (i.e. no wagons will be allowed).
- No pets are permitted.
- All wedding dresses, including bridesmaid dresses, should be modest in nature and appropriate for the sacredness of this occasion. It is important to maintain reverence and dignity in the Lord's house. During the ceremony, brides and bridesmaids are required to cover any open backs and fronts with a bridal bolero, shrug, or jacket (these are available for purchase through most bridal retailers and are accessories that can be worn over the dress and removed when no longer needed). Shawls may be acceptable in place of a bolero, shrug, or jacket if they are worn to cover your shoulders and the open back and open front of the dress.
- Please inform members of the wedding party to refrain from chewing gum and consuming alcoholic beverages prior to the wedding rehearsal and ceremony, and to come in proper dress. Anyone coming to the church intoxicated will not be allowed to participate in the ceremony, including the bride and groom.



## Ceremony Participants

The Director of Liturgy will assist you in planning your liturgy. Some things you can do to prepare for that meeting:

- Review the template for the liturgy (on pages 6 and 7) and determine which is appropriate for your ceremony.
- The wedding couple should arrange for readers to proclaim the readings.
- You are responsible to arrange for your own musicians and if you are in need of assistance, the Director of Liturgy and Music will assist you.
- One Eucharistic Minister may be needed if you will have a large number of people receiving Holy Communion. Eucharistic Ministers must be commissioned to provide this ministry. If you are in need of finding someone the Director of Liturgy and Music will assist you.



# The Marriage Ceremony Continued

## Church Environment

Your wedding liturgy takes place within the church's liturgical seasons and any decorations in the church are left in their original place. Church furnishings or seasonal decorations may not be altered or moved. You may find that the seasonal décor is sufficient without adding any other decorations. If you choose to add to the environment, please keep the following in mind:



- Floral arrangements must be held in watertight containers.
- Floral arrangements should not hinder the visibility of the altar or clutter the sanctuary area. No arrangements can be placed on the altar. A couple of arrangements can be placed at the base of the altar as long as the height of the arrangements do not exceed the top of the altar.
- One or two flower arrangements, if desired, are adequate in the sanctuary area.
- Decorations of any type may not be attached to any wall or element inside the Church.
- Pew decorations must be attached without the use of tape or other adhesives. Ribbons or special hangars, which do not mar the finish of the pews, may be used.
- Please do not block pew entrances with ribbon, cords, strings, or other decorations.
- The only candles permitted are those already in place. Additional candelabra, lighted or unlighted, or candles in the aisles or on the pews, are not permitted.
- Aisle runners are not permitted.
- The throwing of rice, birdseed, confetti, bubbles and the like, as well as silk or fresh flower petals, inside or outside the Church, are not permitted to avoid potential safety hazards and to minimize custodial work.
- Unity candle or unity sand is not permitted.
- If you wish to remember a deceased relative with a flower, a single flower for each to be remembered could be put in a small vase on a stand in front of the altar.
- No food or beverage is to be brought into the Church.
- Floral and pew decorations may be put in place within two hours before the beginning of the ceremony.
- All containers used for flowers and floral arrangements must be removed from the Church before the ceremony begins.
- Please remove all decorations from the church within 30 minutes after the conclusion of the ceremony.

**Please remember to notify any wedding coordinators of the church policy so that decorators are aware of the time that church decorating can be done.**



## Photography and Videography

Your wedding liturgy is a sacred and religious occasion. Photographers, videographers, and their assistants must be discreet and perform their duties respectfully and without disruption to ceremony. The following guidelines should be shared with your photographer or videographer and participants:



- You are able to use the church for two hours before your wedding, 1 1/2 hours for photos and 1/2 hour to prepare for your guests. Pictures should be finished 30 minutes before the scheduled time of the wedding.
- If you desire to have photos taken after the ceremony prior permission will be needed as the Church may not be available (i.e. on Saturday there are confessions at 3:00 pm).
- The Church remains a sacred space. Do not bring any food or beverages inside and keep conversations to a minimum.
- During the ceremony photographers should remain around the outer perimeter of the church. They may situate themselves in the middle aisle during procession, but never in front of the pews.
- Videotaping should be from off to the side and not from the front or altar area. Please refer any questions to the priest if further guidance is needed.
- No flash photography or additional lighting is permitted during the ceremony. Please advise your guests of these restrictions.
- No camera lights or additional lighting is permitted for video cameras.
- No photographer, videographer, or assistant is permitted in the altar area at any time during the ceremony.
- All equipment must remain on the floor and be kept well out of the way of traffic. Nothing should be placed in or on the pews.
- Church decorations and furnishings may not be moved.
- Because of the sacredness and formality of the wedding, proper professional attire is required of all personnel.
- Please inform your families and guests to be respectful of the church. Only those involved in pictures should be near the altar area.

## Use of Church Rooms Prior to the Ceremony

- The parent's room off the gathering space can be used for dressing. Please restore the room to its original appearance when you are finished (i.e. shades are pulled up, chairs arranged for Mass, any floral boxes or debris picked up).
- There are rest rooms on the main level of the church or in the lower level of the church which can be used for dressing and primping.
- The community room in the lower level of the church can be used prior to the ceremony and you may bring food and beverages to this area. Please contact the church office to reserve the lower level in the event that someone else would like to use the area. Also please inform your wedding party and your families to remove any food containers, beverages etc. and to dispose of any garbage in the garbage containers prior to the ceremony.
- No alcoholic beverages are allowed on the premises.



# Appendix A—Music at the Celebration of Marriage

## MUSIC:

The music at the celebration of marriage reflects our unity in Christ and celebrates the presence of Jesus in this ceremony. As an action of the whole liturgical assembly, the wedding liturgy encourages the active participation of those who gather.

All music within the wedding ceremony must be appropriate for a Catholic wedding ceremony. Due to the sacred nature of the wedding liturgy, secular music, including songs heard on the radio, may not necessarily be permitted. All music must be approved by the Director of Music and Liturgy at Church of St. Anne.

If you do not have musicians of your own, the Director of Music and Liturgy can assist you. Work with your musicians to select songs that are appropriate and that they are comfortable with. Musicians will charge their own fees and you are responsible to determine the arrangement of their payment. The Director of Music may be reached at [panderson@stannes.bismarck.org](mailto:panderson@stannes.bismarck.org) or 223-1549.

**The following selections are examples of acceptable wedding music:**

### Instrumental Prelude

Air on the G String (J.S. Bach)

Angels Watching (The O'Neill Brothers)

Arioso (J.S. Bach)

Reminiscent Joy (Tim O'Neill)

Rondeau (J.J. Mouret)

Spring (Vivaldi)

Water Music—Air (Handel)

### Vocal Prelude/Solo Pieces

Answered Prayer

Author of Love

Come and Journey with Me

Du Ring an Meinem Finger

Gift of Love

Household of Faith

Join Us Now

Like a Seal on Your Heart

Only God Could Love You More

Parent's Prayer

Set Me As a Seal

Song for a Christian Wedding

The Prayer

The Road That Never Ends

This is the Day (A Wedding Song)

Wedding Prayer

Wedding Song (There is Love)

Wherever You Go

### Instrumental Processional/Recessional

Angels Watching

Canon in D

Hornpipe

Jesu, Joy of Man's Desiring

Ode to Joy

Prelude in C Major

Reminiscent Joy

Trumpet Tune

Trumpet Voluntary

### Responsorial Psalm

Psalms with exact wordings are available

### Preparation of Gifts

Ave Maria

Bist Du Bei Mir

By My Side

Hail Mary Gentle Woman

How Beautiful

I Am Life In You

I Love You, Lord

In This Place

Love One Another

Magnificat

Not for Tongues of Heaven's Angels

Seek Ye First

Shout to the Lord

The Gift of Love

We Remember, We Believe

### Communion

Amazing Grace

Blest Are They

Bread of Life

Eye Has Not Seen

Gift of Finest Wheat

How Great is Our God

I Am Life In You

I Am the Bread of Life

Its More Than Wine and Bread

Love Never Fails

One Bread, One Body

Prayer of St. Francis

Sacred Silence





## Communion Songs Continued...

Table of Plenty  
Taste and See  
The Servant Song

We Are Many Parts  
We Are One Body  
We Come Today

We Remember, We Believe  
You Are Mine  
Ubi Caritas

## Sung Congregational Recessional

All Creatures of Our God and King  
Glory and Praise to Our God

How Great is Our God  
Joyful, Joyful We Adore Thee

Lift Up Your Hearts



July 2014

