

## St. Peter of Alcantara Catholic Church – Weddings

- 1) Contact Parish office to begin meeting with priest – Fr. John Ighacho – at 270-764-1983  
If a different priest will preside over the ceremony, please contact that priest immediately to set up your marriage classes with him.
- 2) Contact church Marriage Sacrament Coordinator to receive contract – Monica Rice – at 270-302-8675

The people of St. Peter's Church pray that your wedding day will be one of the most wondrous days of your life. We hope you will be great witnesses to the love that God has for each of us. We look forward to praying with you and celebrating with you at this special time.

Marriage is a Sacrament. It is also called the Sacrament of Holy Matrimony. A Sacrament is a sign, instituted by Christ to give grace. Your marriage becomes the visible sign of God's love for us all. As God is *faithful*, we pledge to be *faithful* to one another throughout life. As God is *permanent in His relationship* with us, we pledge to be *permanent in our relationship* as husband and wife. As God is the *source of all life*, we pledge to *bring life into the world* and nurture and respect that life.

The vows taken in marriage speak to these things. They state that through good and bad times, in sickness and health, in times of riches and poverty we will love, honor, be faithful to, and support one another for the length of our time here on this earth. And, in so doing, we reflect the faithfulness of, support of, and the love that God has for us all. Marriage, therefore, is a life-long commitment.

This time of preparation for your marriage is a time to reflect upon your relationship with God and your involvement in your faith. It is a time to grow closer to your soon-to-be spouse and make the final preparations for the ceremony in which you will publicly express your love to one another in the Church, before God, your family, and your friends.

Hopefully, you will recognize that marriage is about much more than the ceremony of the wedding. It is much deeper than dresses and tuxedos, flowers and decorations, and food and cake. However, we know that those things are also important to you during your celebration. The priest will help you in planning for the Liturgy of the ceremony and the Sacrament. The priest or marriage coordinator will assist you in planning for the procedure of the wedding. The following information is designed to assist you in planning for that day.

The **Parish Hall** operates under a separate set of guidelines, fees, and its own contract. Booking the church building for a wedding ceremony does NOT guarantee the availability of the Parish Hall for use at any time.

- Contact for the Parish Hall is Ken McKay at 270-764-1644.

## Guidelines and Rules for using the church building

- **Before using the church building for a wedding, a \$400.00 security deposit must be made.** Please write a check to St. Peter's Church for this amount. The church bookkeeper will hold this check until after the wedding. If all guidelines and rules are followed, the check will be returned after the wedding. If not, the check will be deposited to St. Peter's account to cover the cost of clean-up and materials.
- St. Peter's does not charge a fee for the use of the church building for a wedding for registered members of the Parish or their children. **Non-members of St. Peter's will be charged a non-refundable \$300.00** for use of the church building for a wedding (in addition to the security deposit).
  - Payments must be made two weeks before the wedding date.
  - Checks should be made payable to St. Peter of Alcantara Church.
  - Payment should be sent to the church office at 81 Church St., Owensboro, KY 42301.
- Mass is scheduled on Saturday evenings at 4:00 p.m. during standard time (winter months) and 5:00 p.m. during Daylight Saving Time (summer months). Regularly scheduled mass will NOT be cancelled for a wedding. Please plan your wedding time accordingly.
  - If you wish to invite the whole parish and the wedding will be a full Mass, you may have the wedding during the regularly scheduled Mass time.
    - You may request an exception to this rule from the parish council.
- No food or alcoholic beverages are allowed in the church building or basement at any time.
- No decorating of the church building may take place until the day of the wedding unless other arrangements have been made with the Marriage Sacrament coordinator.
- Any hired decorators or florists must speak with the Marriage Sacrament coordinator prior to decorating.
- No nails may be placed anywhere in the church building.
- No furniture or existing flowers or decorations in the church or basement are to be moved unless done so by the priest or Marriage Sacrament coordinator or permission is granted by one of them.
- The church does have gold candelabras and a gold Unity Candle Stand available.
- You must purchase all candles on your own. The church does not provide any candles. The Marriage Sacrament coordinator can assist you with this.
- A plastic liner (such as Saran Wrap) must be placed under the candelabra stand in order to keep candle wax off the carpet.
- Please speak with the Marriage Sacrament coordinator in regard to the placement of flowers and decorations.
- Only fresh flowers allowed on Tabernacle table.
- No flowers allowed on the Altar table.
- No fresh flowers allowed for the flower girl(s). Only silk petals may be used for this.
- During Advent and Lent the Church uses decorations and flowers of a more somber tone. These are to remain in place for they are important symbols of these seasons in the Church.
- Anything placed in the church building or basement must be removed, all trash must be thrown away, and all wedding programs must be collected from pews after wedding. **The church must be ready for Mass and the basement must be ready for religion classes before 8:30 a.m. the next morning.**

- Also, please note that the church restrooms are located in the basement, which is only accessible by stairs. It is not wheelchair accessible. If you are not renting the parish hall, you need to let your guests know ahead of time that restroom access is limited.

**Readings** – Please speak with your priest to decide on the readings to be used during the ceremony. You should be sure to give copies to your lectors in advance.

- You will need to select a First Reading, Responsorial Psalm (this is often sung and chosen with the musician), Second Reading, Gospel, and Prayers of the Faithful.

**Ministerial duties** – be sure to have selected Reader(s), Eucharistic Ministers (if full Mass), Altar Servers (ask your priest about this), and Gift Bearers (if full Mass) for the ceremony.

**Photography/Videography** – Taking of photos or video from the sanctuary (altar) while the service is in progress is NOT permitted. No equipment may be set up in this area.

**Music** – our church has a delicate sound system. Please speak with the Marriage Sacrament coordinator prior to any music rehearsals and the wedding day. The church music director will set up the music area for your ceremony. After that, no changes should be made. Your musicians/singers may NOT come in and move equipment, etc.

- All music selections must be typed and presented to Fr. John at least one month in advance of the wedding for approval. If you are having a different priest for your ceremony, please discuss this with him.
- The church music director may be contacted for questions about the sound system. Call Terry Murphy at 270-929-3082.
- Any fees for musicians and vocalists are to be made payable directly to these people.
  - These fees may include selection of music, rehearsing, and the playing of the wedding day music.

The Marriage Sacrament coordinator will be available for answering questions about the use of the church building. She may attend the wedding rehearsal to assist when Fr. John is presiding over the ceremony.

I have read, understand, and agree to follow the guidelines provided for using St. Peter's Church building for my wedding. I understand the rules associated with the \$400.00 security deposit to cover any repair of damage and/or work required due to not following these guidelines.

\_\_\_\_\_

(Groom print name)

\_\_\_\_\_

(Groom sign name)

\_\_\_\_\_

(date)

\_\_\_\_\_

(Bride print name)

\_\_\_\_\_

(Bride sign name)

\_\_\_\_\_

(date)

Date of the wedding: \_\_\_\_\_

Time of the wedding: \_\_\_\_\_

(see contract information about choosing a time)

Wedding Couple contact phone number: \_\_\_\_\_

Priest presiding over wedding: \_\_\_\_\_

Please turn in \$400.00 deposit to church office (you can mail it):

81 Church St.

Owensboro, KY 42301

Please print, sign, and fill out this last sheet.

Scan and email to [monicarice@ymail.com](mailto:monicarice@ymail.com) or

Mail to:

Monica Rice

2700 State Route 279 S.

Owensboro, KY 42301