

Congratulations on your wedding. May God grant you all of life's blessings and love.

1) You can be married at St. Mark Catholic Church if:

- a) You are a registered and contributing of the parish for at least one year before the wedding date is set.
- b) Either one or both of you is Catholic and lives within our parish boundaries.
- c) Either one of your parents has been registered and contributing members of the parish for one year.
- d) The Pastor has waived, due to special circumstances, the requirements set forth above.

2) Setting a Date for Marriage

- a) You must contact the parish at least six (6) months in advance in order to set the date of your wedding.
- b) Only one date at a time will be reserved by the parish for your wedding.
- c) Weddings are celebrated on Saturdays at either 11:00 a.m. or 2:00 p.m., or on Friday evenings.
- d) It is possible that there may be two weddings on a Saturday. This will require that the photographs for the first wedding be finished by 1:00 p.m. so that the second wedding party will have access to the church by 1:00 p.m. All afternoon weddings on Saturday must be completed (including photographs) by 3:30 p.m. as Confessions begin at 3:30 p.m.
- e) All marriage dates are contingent upon the completion of the marriage preparation, and the freedom of the couple under canon law to be married.

3) Marriage Preparation

- a) It is expected that all couples who wish to be married at St. Mark participate and complete six classes in the For Better and For Ever program. This program will assist couples for personal enrichment of their marriage.
- b) If the couple is being prepared elsewhere, the program must be approved by the Pastor or his delegate at St. Mark.

4) Music Arrangements for the Wedding

- a) Part of the stipend for the wedding includes the fees for the music. Arrangements for the music must be made with Billy Mattison, the Music Director for St. Mark, **at least three months before the wedding.** Any other person who is to provide music must be

approved by the Pastor or music director. Any expense related to that person will be borne by the couple themselves.

- b) Any music played or sung at the wedding must be of a religious nature. Any questions concerning the appropriateness of either the music or the words must be addressed to the Pastor or music director.

5) General Rules Concerning the Use of the Church

- a) **No type of tape** may be used on any of the pews. Hangers may be used, but bows are recommended.
- b) No rice, birdseed, flower petals, bubbles, or any object that may be thrown either in the church or outside of the church may be used. **There are no exceptions to this rule.**
- c) With the exception of the unity candle (if used), no candle may be used in the church other than those provided by St. Mark and normally used in the celebration of parish liturgies.
- d) The couple, after consulting with the priest, may use a unity candle. A unity candle set must be driplless and may be purchased at wedding or religious stores. Under no circumstances may these candles be placed upon the altar.
- e) During all rehearsals and wedding photo sessions, the church must be treated with respect.
- f) If photographs or videos are to be taken, the person taking them must consult with the priest or deacon who is witnessing the wedding.

6) Obtaining a Marriage License

- a) It is the responsibility of the couple to obtain the marriage license which may be obtained from a Clerk of the Superior Court of any Arizona county.
- b) The marriage license must be brought to the wedding. If the couple has previously been married civilly, and is now having that marriage Convalidated in the church, then there must be a copy of the marriage license which was used in the civil ceremony presented to the parish six months in advanced.
- c) If no marriage license is presented to the priest or deacon, the wedding or Convalidation will not be performed.
- d) The lower portion of the marriage license will be filed by St. Mark with the appropriate Arizona County, and the upper half will be given to the couple.

7) Wedding Rehearsals

- a) The normal time for the wedding rehearsal is 5:00 p.m. on the Friday before the wedding. Due to parish matters, weekday weddings or other scheduling conflicts, this time may be changed. It is the responsibility of the couple to contact Mr. Billy Mattison-Director of Liturgy & Music to reserve the rehearsal date and time.
- b) It is expected that all parties who wish to take part in the rehearsal will be present at the designated time. Rehearsals will not be delayed beyond 10 minutes.

8) Priest or Deacon who is not on the Staff of St. Mark

- a) It is necessary to get permission from the Pastor if the priest or deacon is not on the staff of St. Mark to witness a marriage.
- b) **If the priest or deacon is in good standing in the Diocese of Tucson, then he will be responsible for the preparation of the couple.**
- c) Any priest or deacon approved by the Pastor must also obtain permission of the Diocese to witness the marriage.

9) Church and Related Expenses

- a) The stipend for the wedding is **Six hundred dollars (\$600)** payable as follows:
 - **\$300** upon setting the date for the wedding and the remaining
 - **\$300** no later than two weeks before the wedding.The check should be made payable to St. Mark Catholic Church a notation in the memo line indicating the last names of the bride and groom.
- b) As noted above, this stipend includes the fees for the church, organist and soloist.
- c) The couple may give whatever amount they decide upon to the priest or deacon officiating at the wedding.
- d) Flowers are provided by the couple at their expense.
- e) If this presents a financial hardship, please discuss with the pastor at the time of registration.

Contact Information

For Liturgy & Music Preparation-Billy Mattison at liturgy@stmarkov.com 520-469-7835 ext. 313. For all other inquires please contact Shantell Rains-Kubat at the Parish Office 520-469-7835 at ext. 303 or by email at re@stmarkov.com.

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St. Mark the Evangelist Catholic Church

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Wedding and Marriage Policies & Procedures