



Little Flower Catholic Church

1264 Arch Terrace
Richmond Heights, MO 63117
314.645.1445

Dear Friends

Welcome and congratulations! Your commitment to love one another forever is a sign of hope for the world. Your request to marry in the community of the Church is a sign of faith. Through your preparation and entering into the Sacrament of Matrimony, you are a symbol of the unconditional love and intimate communion which exists between Jesus Christ and the Church. We, the people of Little Flower Parish, pray that God will bless your marriage and, through you, make the world a better place. It is because we take the preparation and celebration of this sacrament so seriously that we provide for you the following guidelines.

PREPARATION PERIOD

In order to get married within the Little Flower Parish, you first need to notify Barb, the parish secretary to confirm that your date is available and to pay your deposit to reserve that date. You will then need to contact the Priest or Deacon of Little Flower at least six months in advance. Then, you will take the following steps to prepare for marriage in the Catholic faith.

1. First, the Priest or Deacon will meet with you to explain the preparation process and fill out the Pre-Nuptial Investigation paperwork.
2. Second, you will take the FOCCUS survey, which is designed to identify the strengths and weaknesses of the relationship. The FOCCUS is not a test, but a tool to encourage discussion and growth. After evaluating FOCCUS, the Priest or Deacon will suggest topics for discussion with you.
3. The rehearsal and wedding times will be determined.
4. The Archdiocese requires an engaged couple to participate in a formal marriage preparation program. Many options are offered so you find the preparation method that best suits your needs. You may view these options at www.stlcatholics.org.

To schedule a marriage preparation program, call the office of Family and Laity at 792-7182. The following are the marriage preparation programs offered:

- a. The Engaged Encounter Weekend
- b. Marriage Preparation Mini-retreat
- c. Archdiocesan Marriage Preparation
- d. Parish based Marriage Preparation

DOCUMENTS NEEDED

Baptism Certificates

- Catholics – If baptized at a parish other than Little Flower, request a copy of your baptismal certificate from the parish of your baptism and provide it to Little Flower prior to your wedding. **YOUR BAPTISMAL CERTIFICATE SHOULD NOT BE MORE THAN SIX MONTHS OLD ON THE DAY OF YOUR WEDDING.**
- Christians – Furnish proof of baptism in the same fashion as your catholic partner.
- Non-Baptized – You will need to request and receive a dispensation to marry in the Catholic Church. Your Priest or Deacon will help you with the necessary paperwork.

Marriage Licenses

A Missouri marriage license is valid in any county within Missouri, but not valid outside the state of Missouri. To obtain a Missouri marriage license, both the bride and groom must visit the county Recorder of Deeds Office. (If you live in St. Louis City, you must go to the City Recorder of Deeds Office; otherwise you may visit any county Recorder of Deeds office.) You both must have State identification and proof of social security number. A blood test is not required. The cost is usually around \$50.00. In most counties, the wedding must occur within 30 days from the date of issuance of the license, or the license is void. In St. Louis City, the wedding may occur within 6 months from the issuance of the license, or the license is void.

DATE AND TIME OF WEDDING LITURGY

After consulting with the parish Priest or Deacon, you may set your time of the wedding and rehearsal, which cannot conflict with the regularly scheduled services in the church. If you would like to be married on a day of the week or at a time of day other than those listed below, please discuss this in detail with the Pastor prior to reserving your date.

Wedding Times are:	Friday:	No later than 7:00 p.m. – arrive 90 minutes before ceremony
	Saturday:	No later than 2:00 p.m. – arrive 90 minutes before ceremony

WEDDING LITURGY

The Eucharist is the central prayer and worship of the Church; therefore, weddings between two practicing Catholics are usually celebrated during a Eucharistic liturgy.

Interfaith weddings are usually celebrated as a Liturgy of the Word, or without Eucharist. The non-Catholic bride or groom may invite a member of his or her clergy to participate in the wedding.

OFFICIANT

You may invite Priest-friends to either be the Presider or to concelebrate with the Presider. You may also invite Deacons to participate at the Nuptial Mass or officiate outside of the Liturgy of Eucharist. You may invite Ministers or Rabbis to participate by offering a blessing. If you intend to invite the Priest or Deacon to the reception or rehearsal dinner, invite him in the same manner as you would any other guest.

If a Little Flower parish Priest or Deacon is not officiating at the wedding, the Priest or Deacon who is officiating is responsible for paperwork, instructions, rehearsal and wedding, and mailing the marriage license. **Please inform the presider of this requirement.** Paperwork for the wedding **MUST** be brought to the rehearsal. If not, the wedding **WILL BE CANCELLED.**

SERVERS

Ordinarily, the wedding ceremony is celebrated with altar servers. You may ask family members or friends to act as your altar servers.

WEDDING PARTY

We suggest a wedding party totaling no more than 12 people in order to comfortably fit within the sanctuary. If your wedding party totals more than 12 people, we may need to make special accommodations. You may discuss this with the wedding coordinator.

WEDDING PLANNERS

Many couples choose to hire a wedding planner. But, Little Flower wedding coordinators are charge of the church, the day of the rehearsal, and the day of the wedding. **NO EXCEPTIONS**

SCRIPTURE READING

The Priest or Deacon will suggest a selection of Scripture readings to choose from for the wedding liturgy. Keep in mind the person's comfort level with public speaking when choosing lectors to proclaim the Word of God. It is highly suggested that you use the booklet – *Together for Life* – this comes in both the Mass version and non-Mass version. The cost of this booklet is \$3.50 and may be purchased from the parish secretary.

MUSIC

Music is an uplifting part of the wedding celebration. Those attending your wedding will want to celebrate with you, and may easily do so through song. The Director of Music will provide you with suggestions of music that will help them to take part in singing. Please call her at 314-645-1445 x 16 to make an appointment.

When selecting music, you should consider the following:

1. Is the text of all music rooted in Scripture and/or the Catholic faith?
2. Is the service music familiar enough to those gathered to allow them to participate?
3. How will the music help the people to pray this celebration?

All music selections must follow the guidelines of the Archdiocesan Liturgical Commission. In accordance with those guidelines, all music chosen should reflect the sacred dimension of the wedding liturgy emphasizing the divine aspect of marriage. Therefore, secular music that has a special meaning for the couple should be reserved for the reception.

Again, the Little Flower Music Director can help you with choosing your ceremony music and making sure it follows the guidelines mentioned above. Her fee is listed on page 4.

DECORATIONS

Prior to your wedding, you should meet with the Little Flower Wedding Coordinator Dot Dielschneider, to discuss the decorations for your wedding. You may reach her at 645-7349 or dotweddings@sbcglobal.net

Logistics

Little Flower Church is very unique in its design. The altar is in the center of the church with the pews surrounding it in a circle. The main aisle is 35 feet long. Each section contains seven pews and the seating capacity is nearly 700.

Flowers

The Catholic Church feels that flowers that are part of the wedding scene take on the spirit of the sacrament and should remain in the church for others to share. Therefore, only fresh flowers are allowed in the sanctuary and they must remain in the church after your wedding ceremony has concluded. Flowers may be placed on flower stands next to the altar, but may not be placed on or in front of the altar.

Extras

1. You may use free standing or rubber clamp candle stands down the main aisle.
2. You may use ribbons, rubber bands or clamps to attach bows or flowers on the ends of the pews.
3. You may use ribbons or wire to attach wreaths on the doors of the church.
4. Decorations on the altar, in the sanctuary or on speaker/light stands in church are not allowed.
5. If you would like an aisle runner, you should request one from your florist. You may also purchase aisle runners from Garden Ridge, Michaels or Old Tyme Pottery for less than many florists rent them.
6. Tossing rice, birdseed, confetti, flower petals, blowing bubbles, etc., inside or outside the church is not allowed due to Archdiocesan insurance guidelines.
7. Under **NO** circumstances will liquor be allowed at the rehearsal or wedding. If anyone shows up "under the influence" the rehearsal and/or wedding **WILL BE CANCELLED**.

PHOTOGRAPHS AND VIDEOS

Both photography and videography are allowed during the ceremony, however, there are some regulations regarding the set up of equipment. For instance, photographs are permitted before or after the ceremony, but no cameras or camera stands may be set up inside the Sanctuary railing during the ceremony. In addition, all photographs must be completed at least 30 minutes before the next wedding ceremony or mass begins. The photographer and videographer should consult with the wedding coordinator before the wedding ceremony to be advised of additional regulations.

OTHER ITEMS TO CONSIDER

The following is a list of fees associated with having your wedding at Little Flower. These fees offset the operational expenses incurred by the parish, as well as the time of the individuals providing services for your wedding. You may give more than the suggested fee, as the fees are not meant to limit your generosity to God or to the parish. You may want to consider all of the expenses incurred in your wedding and tithe accordingly.

Fees

1. Offering to the Parish
 - a. Parishioners - \$300.00
 - i. Either the bride or groom must have been a parishioner for 1 year or longer
 - ii. \$150.00 deposit to reserve date
 - iii. \$150.00 remainder due 10 business days before the wedding date
 - b. Non-Parishioners - \$500.00
 - i. \$250.00 deposit to reserve date
 - ii. \$250.00 remainder due 10 business days before the wedding date
 - c. Officiant:
 - i. Priest – \$150.00
 - ii. Deacon - \$100.00
 - iii. Due 10 days before the wedding date
2. Music
 - a. Director of Music
 - i. \$75.00 (unless this person is doing all of the music)
 - b. Parish Organist:
 - i. \$200.00
 - ii. Due 10 business days before the wedding date
 - c. Parish Cantor:
 - i. \$100.00
 - ii. Due 10 business days before the wedding date
 - d. Cantor from outside parish:
 - i. To be arranged by the couple
 - ii. Fees to be determined
3. Wedding Coordinator:
 - a. \$100.00
 - b. Due 10 business days before the wedding date

4. Altar Servers:
 - a. \$10.00 each for two servers
 - b. Due day of the wedding

CONTACT INFORMATION

Office Manager	Barb Schlanger	645-1445 x 10	bschlanger@little-flower-parish.org
Pastor	Father Larry Herzog	645-1445 x 12	lherzog@little-flower-parish.org
Music Director	Dr. Barbara Harbach	645-1445 x 16	bharbach@little-flower-parish.org
Wedding Coordinator	Dot Dielschneider	645-7349	dotweddings@sbcglobal.net
Marriage Preparation		792-7182	www.stlcatholics.org