

## WEDDING GUIDELINES

(3/25/11 revised)

Old Mission San Juan Bautista has set up the following guidelines for the safety of your celebration and for the security of the Mission. Thank you for your cooperation and assistance in observing them.

### PARTICIPANTS

1. Only children over five (5) years of age are allowed to participate as ring bearers, flower girls, train bearers, etc. Please consider whether the presence of children in these roles will add to or detract from the joyful solemnity of the celebration.
2. We require that the wedding party be appropriately dressed for the church, which is a sacred space. Decorum is requested.
3. Dressing facilities (rooms) and waiting areas are NOT available at the Mission for the bride, groom, or wedding party. Please come to the church dressed in your formal attire.

### ENVIRONMENT

1. Only the Unity Candle is permitted along with the candle stands already at the Altar. Additional candles at the Altar or in the body of the church are a fire hazard and are, therefore, not permitted. The Unity Candle is NOT to be placed on the Altar (a special stand is provided). Bridesmaids or any member of the wedding party or procession may NOT carry lit candles.
2. FOR SAFETY REASONS, AISLE RUNNERS ARE NOT PERMITTED.
3. When decorating the Mission, please do not use staples, tacks, nails, adhesive tape, or anything that would damage, deface, disfigure pews, podium or any part or fixture of the church. This is especially the case when decorating with flowers or bows on the pews, benches or chairs of the Mission.
4. You will NOT have confetti, rice, bird seed or substitute thrown, or permit the same to be thrown, anywhere on church property (e.g., in the church, entryway, access steps, parking lot).
5. You will NOT have flower petals or any substitute thrown anywhere on church property (e.g., church aisles, entryway, access steps, parking lot).
6. Any present adornment or decoration of the church (e.g., flags, plants, statues, etc.) must not be moved or removed.
7. Any of the worship-related items (e.g., missalettes, song books, etc.) must not be moved or removed.
8. All plants or flowers placed on the Altar will remain there after the ceremony. Please consider this your gift to God and the Mission Community.
9. Florists need to bring arrangements through the rear driveway/garden area and may be brought in **one hour** before the start of the ceremony.

10. Florists may arrive to decorate the church **one-hour** before the start of your ceremony and we ask that they remove all flower boxes, bows, etc., immediately after your wedding. Florists should **NOT** arrange flowers at the Mission but should bring all bouquets, sprays, etc., completed and ready to place at their location.

### MUSIC

1. Please do not move the organ or piano.
2. TAPED MUSIC OF ANY KIND IS NOT ALLOWED IN THE CHURCH. ALL MUSIC IS TO BE PERFORMED LIVE AND MUST BE CHURCH MUSIC, NOT SECULAR MUSIC. (THE MUSIC MUST BE APPROPRIATE FOR A CATHOLIC CEREMONY.)

If you hire an organist, he/she must be a member of the Organ Guild.

3. Choose wedding music with the musician and/or cantor. The parish liturgist must approve any music.

### PHOTOGRAPHERS AND VIDEOGRAPHERS

1. Inform your photographers and videographers that they and their equipment must be outside the Sanctuary (i.e., outside the Altar rails). Photographing and videotaping during the wedding must be discreet and respectful of the fact that this is a religious service. Posed pictures will end ten (10) minutes before the scheduled time of the wedding. Please return to the Altar area for photographs immediately after your ceremony has ended. Do not form a reception line at the back of the church or in the garden area.
2. Any guests wishing to take photographs or to videotape may NOT enter the sanctuary at any time during the wedding. Please share this information with your guests to avoid any misunderstanding the day of the wedding. The lower half of the sanctuary may be entered for photographs immediately after the wedding for ONE-HALF HOUR ONLY.
3. Prior to the wedding, **you may arrive NO MORE than ONE hour before the start of your wedding** to use the church grounds for photographs. The wedding hostess will be arriving at this time to prepare the church for the wedding.

### DAY OF WEDDING

1. Church doors must remain unlocked during your ceremony. Tourists are not to be turned away by members of the wedding party or by your guests. The parish, one-half hour after your ceremony has ended, may lock the doors.
2. After the wedding ceremony, the bride, groom and wedding attendants will not exit the church through the rear (main) doors. Please follow the direction of the wedding hostess as to which door will be used (this will be covered at the rehearsal).
3. Be on time for your wedding. There may be another wedding after yours, as there may have been one before it.

4. If your wedding takes place during Advent, or other special liturgical seasons, the church will be decorated in special colors or with special decorations. These decorations may not be removed, moved or altered.
5. Weddings are not scheduled during Lent. Weddings resume the first Saturday after Easter.
6. Designate someone to help clean up after the wedding ceremony. This includes flower boxes, trash, etc.
7. If you have family or friends that are Eucharistic Ministers and you would like them to help serve during your wedding and they are not from the Old Mission, please submit a letter from their parish stating they are Ministers in that parish.
8. Anyone involved in the wedding procession, readers, ministers, etc. should be at the rehearsal. If someone is unable to attend, have someone there to replace them and give them instructions. Have the wedding party arrive at least ten (10) minutes prior to the start of the wedding ceremony so that everyone is on time and in place.
9. The Plaza area in front of the Mission is the property of the State Park. The State Park ONLY allows the limousine or the bridal party vehicle access for parking. The gate will be unlocked approximately thirty-minutes (30) prior to the start of the wedding. If there is any problem, please see the wedding hostess.

We here at Old Mission San Juan Bautista wish you a beautiful wedding ceremony and a loving and Christ centered marriage. Your wedding day is a most significant and memorable occasion in your life and we wish to give you all possible assistance in preparing you for your wedding day. All guidelines are intended to insure a reverent and joyful celebration of marriage. God bless you!

The priest preparing you for marriage must submit the following paperwork to Old Mission San Juan Bautista one month prior to your wedding. If the paperwork is not sent, your wedding date is liable to be rescheduled for a later date or removed from our calendar.

- 1) Pastor's permission
- 2) Baptismal Certificate (recent copy), First Communion, and Confirmation (if received)
- 3) Pre-Nuptial Investigation or Blue Book (originals)
- 4) Affidavits of Freedom (originals)
- 5) PMI Test – compatibility test (letter from your priest verifying that PMI was given and reviewed)
- 6) Engaged Encounter Certificate (copy)
- 7) Dispensations – *if necessary* (originals)

**Signature Page**

*Parishioners & Non-Parishioners please sign this section:*

Your signature indicates that you have read, understand, and agree to follow the Wedding Guidelines.

\_\_\_\_\_  
Bride's Signature

\_\_\_\_\_  
Groom's Signature

\_\_\_\_\_  
Bride's Name (Please print)

\_\_\_\_\_  
Groom's Name (Please print)

Date \_\_\_\_\_

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*Non-Parishioners please have your Priest sign this section:*

We have shown these guidelines to the Priest who will be preparing us and celebrating our wedding ceremony. His signature indicates that he has read, understands, and agrees to follow the Wedding Guidelines.

I, Father \_\_\_\_\_ have read the Mission's Guidelines.

\_\_\_\_\_ I give this couple permission to marry outside their local parish.

\_\_\_\_\_ I agree to prepare this couple for marriage.

\_\_\_\_\_ I agree to travel to the Mission to celebrate their ceremony. I request delegation from the pastor to witness the celebration.

Priest's Signature \_\_\_\_\_

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

**Before the wedding date and time can be reserved, the above form has to be signed by all parties and full payment of the stipend has to be received.**

**Please note that dates may not be held in any way prior to the receipt of this form and payment.**