

- **Sacrament of Reconciliation.** Catholics who come to the Church for Sacramental Marriage should be in the “state of grace,” i.e. be absolved of serious sin. Therefore, couples and the wedding party are encouraged to celebrate the Sacrament of Reconciliation (Confession) in spiritual preparation for the wedding day. Due to time constraints, however, this cannot be done at the time of the rehearsal. Plan to take care of this before the rehearsal.



- **Throwing rice, etc.** Due to liability issues, objects such as rice, rose petals, confetti, birdseed, oatmeal, bubbles, balloons etc., may not be used on Church premises. Please plan and advise all guests accordingly.
- **Decorations.** The couple ordinarily provides flowers for the church. These flowers are then left after the wedding as a gift to the Church. Special arrangements for aisle bows or flowers should be made with the wedding coordinator.

**Dimensions of Altar** = 39 inches tall. No flower arrangements can be taller than 39 inches.

**Pedestal Dimensions:** 19 inches (5); 27 inches (4); 35 inches (4); 45 inches (2).

#### Contact Information

Priests/Music Director/Parish Office  
724-335-2336

Wedding Coordinator, Karen Krall:  
[kralls003p@pavcs.us](mailto:kralls003p@pavcs.us)



## CELEBRATING THE SACRAMENT OF MARRIAGE

### POLICIES & GUIDELINES

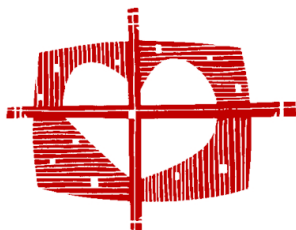


**Saint Margaret Mary Church**  
3055 Leechburg Road  
Lower Burrell, PA 15068  
724-335-2336  
[www.smmmlb.org](http://www.smmmlb.org)

## Preparing for Marriage

The Catholic Church traditionally has had a great concern that engaged couples have the opportunity to grow in God's gift of love that they will pledge to each other on their wedding day. Preparation for the Sacrament of Marriage aims to assist couples in developing a fuller understanding of the unique nature of the marriage covenant. Marriage is one of the seven Sacraments of the Catholic Church, a sacrament of "vocation." It celebrates God's summons to the engaged couple to form a permanent "community of life and love" together, patterned on the love of Christ revealed in the Gospel. Marital love is a sharing in Christ's total and unconditional love for His Bride, the Church (Ephesians 5:25). Christ's fidelity to us is expressed in His suffering, death and resurrection.

Marriage preparation at Saint Margaret Mary Church aims to help engaged couples reflect upon their marriage commitment as a part of God's unique plan for their life together. Time is therefore required to consider various aspects of marriage, to better understand the profound meaning of the marriage vows, to complete the necessary marriage forms and records, and to plan the wedding liturgy. Ideally, marriage preparation should begin at least one year from the time of the scheduled date.



- **Use of Church after the Wedding.** The wedding party has use of the Church for 1½ hours from the time the wedding begins. Thus, 1:30 p.m. wedding parties should plan to leave the Church premises by 3:00 p.m. The couple has the option of using the time following the wedding either for a receiving line or for taking pictures.
- **Aisle Runner.** The use of an aisle runner for the main aisle of the Church is not permitted.
- **Wedding Rehearsal.** The Wedding Coordinator will conduct the rehearsal. All those participating in the wedding ceremony should be present for the rehearsal, unless special circumstances apply. **They should be present early enough so that the rehearsal can begin and end punctually.**
- **Technology Room Attendants.** Saint Margaret Mary requires the use of Technology Attendants for all liturgies. The fee for weddings is \$100. This will include projection of the liturgy and live shots of wedding vows. Saint Margaret Mary will need current pictures of the bride and groom for the power point slideshow. Father Ken would also like to have several pictures representing the life of the bride as well as the groom. We recommend 10+ pictures for the slideshow. These would be run on the monitors in the Narthex prior to the wedding. All of these should be emailed to Danielle Skowronski at [dskowronski@dioceseofgreensburg.org](mailto:dskowronski@dioceseofgreensburg.org) at least three weeks before the wedding.
- **Marriage License.** A Pennsylvania marriage license is required by state law. The license is issued by the County Clerk of the Orphan's Court Office and is valid for 60 days. **The couple should present the marriage license to the Wedding Coordinator at the rehearsal.**



## Planning the Wedding: Policies

- **The Wedding Liturgy.** If both parties are Catholic, the wedding liturgy will normally include the Mass. If one party is not Catholic or not baptized, the wedding is celebrated “outside of Mass.”
- **Date and Time of Weddings.** Weddings on Saturdays may be scheduled at 1:30 p.m. Friday or weekday evening wedding times may be scheduled around the normal use of the Church. **The time allotted for the use of the Church is 1½ hours from the time of the wedding.**
- **Planning Wedding Music.** At your earliest convenience, please contact the Director of Music and Liturgy at Saint Margaret Mary Church to prepare the wedding liturgy. The director serves as organist for weddings and will coordinate the hiring of additional musicians as necessary. Please complete the wedding liturgy preparation form online. No scanned sheets. [www.smmlb.org](http://www.smmlb.org)
- **Wedding Program.** If you are having a wedding program it must be reviewed by the Director of Music and Liturgy at least one week prior to printing.
- **Photography/Videography.** These professionals are asked to respect the Church as a sacred space for worship. They must check with the wedding coordinator regarding appropriate rules and regulations when they arrive prior to the wedding.
- **Smoking, Drinking and Food.** Smoking, drinking and food are **not** permitted within the Church building, including sacristies, restrooms and the Freude Room. Photographers may not stage wedding pictures in which alcoholic beverages are used either in the Church or on parish grounds. **The celebrant/priest has the right to refuse to marry anyone who is either intoxicated or high on drugs.**

## Fee Schedule for Weddings

Saint Margaret Mary Church joyfully celebrates the marriages of its members and provides parish facilities and services for those who marry at the Church. The following is the schedule of fees for the services provided by parish personnel. *(These fees are to be paid two weeks prior to your wedding in cash in separate labelled envelopes. Cash only please.)*

Director of Music & Liturgy	\$150 (+ \$50/per extra rehearsal)
Technology Room	\$100
Cantor	\$125
Saint Margaret Mary Church	\$250 (Amount determined by the Diocese of Greensburg)
(2) Altar Servers	\$20 each (\$40 total)
Wedding Coordinator	\$125
Priest-Presider	Offering is optional and determined by the couple
Freude Room	\$125 security deposit

*Available for one hour prior to the wedding. Will be returned once the room has been inspected by staff.*

*Contract required.*



## Requirements for Marriage

Before a date can be confirmed for a wedding, the following matters are thoroughly reviewed:

- **Freedom to marry.** Each party must establish that he/she is free to marry, i.e. that neither party is bound by any previous marriage bond. (For those who have been previously married, the priest will review the documentation of any previous marriage to determine whether or not the marriage bond is valid according to Church law.) Freedom also means that there is no force or coercion on either party to enter into marriage.
  - **Church affiliation and practice of the Catholic faith.** At least one of the Catholic parties must belong to Saint Margaret Mary Church. A Catholic party from another parish must have his/her pastor's permission in order to be married at Saint Margaret Mary Church. It is assumed that engaged couples are practicing their faith and seeking to grow spiritually as they approach the Sacrament of Marriage. If you would like assistance with this we are happy to help you. Please contact Father Ken at 724-335-2336 or [kzaccagnini@dioceseofgreensburg.org](mailto:kzaccagnini@dioceseofgreensburg.org).
  - **Intention and Maturity.** The vows of marriage express an unconditional love and commitment to a life-long and exclusive marital covenant. The couple must demonstrate an understanding of the meaning of fidelity and sufficient maturity to enter into a permanent marital bond.
  - **Parenting.** Children are the natural outgrowth of the love of husband and wife. Both parties must express their openness to the procreation and nurturing of children as part of their marriage covenant. In the case of an inter-faith wedding, the Catholic party is asked to assume responsibility for raising the child in the Catholic faith.
- **Required Documents.** Catholic parties are to present a recently issued copy (not more than six months old) of their baptism certificate. For those baptized at Saint Margaret Mary Church, this record will be in the Baptism Register in the parish office. Catholics baptized elsewhere should contact the Church of Baptism and request a new copy of their baptism record. For those who are not Catholic, a certificate of Baptism from their Church of Baptism must be presented. A notification of the wedding will be sent to the Catholic party's Church of Baptism.
  - **Dispensations.** A dispensation or permission from the Bishop must be granted for a Catholic to marry a person who is not Catholic. In this case, the Catholic party is asked to promise to continue in the Catholic faith and to assume responsibility for the sacramental preparation and religious formation of children in the Catholic faith.

### Steps in the Process



- Schedule wedding date
- Attend Wedding Workshop
- First Interview with Priest to review FOCCUS
- Marriage Preparation with Sponsor Couple, Engaged Encounter Weekend, or “A Marriage in the Lord” (an online option)
- Contact the Music Director to review wedding liturgy
- Second Interview with Priest - to complete marriage forms
- Wedding Ceremony Review (if necessary)
- Wedding Rehearsal