

WEDDING CHECKLIST

This checklist is to assist you with marriage preparation. Deadlines are to assist you to plan on a timely basis vs. submitting items at the last moment.

CHURCH	
	Reserved Wedding and Rehearsal Date/Time
	Paid Deposit
	Paid Balance 3 months prior to wedding date
	Read and observe all Co-Cathedral Marriage Guidelines including proper wedding dress
	A <i>free will</i> offering for Priest/Deacon (akin to amounts paid to musicians, etc.)
	Honorarium for the Co-Cathedral's wedding assistant, Cyndy Wilson, is \$100. Such honorarium is to be given directly to Cyndy Wilson at the rehearsal.
DOCUMENTS	
	Secured <i>recently issued</i> Catholic Baptismal or Profession of Faith certificate
	Certificate for each Catholic groom and/or bride. Certificates must be issued from church of baptism/profession of faith within the last 6 months, with any sacramental notations listed on the back. Original certificates are unacceptable.
	Secured proof of Baptism (Baptismal certificate, letter from minister or witness) for a baptized non-Catholic, if applicable.
	Groom: Secured two Witness Affidavits of Freedom to Marry
	Bride: Secured two Witness Affidavits of Freedom to Marry The documents for the above four checked boxes must be in the parish office within one month after the Initial Couples session.
	Completed List of Wedding Party 3 weeks prior to wedding
	Completed selection of readings 2 weeks prior to wedding
	Secured marriage license and <i>in parish office 1 week prior to wedding date</i> . (Texas law states a marriage license will expire 90 days from the date it is issued, and it must be secured at least 72 hours prior to wedding.)
MARRIAGE PREPARATION SESSIONS	
	Initial Couples
	FOCCUS (Facilitating Open Couples Communication, Understanding, and Study)
	Class A: Finance
	Class B: Communication
	Class C: Prayer and Spirituality
	Class D: Sexuality and NFP (Natural Family Planning)
MUSIC – nmanley@sacredheartouston.org or musicoffice@sacredheartouston.org	
	Contacted Co-Cathedral Music Associate 4 months prior to wedding (713-659-1561) X 152
	Attended Music Selection Seminar – must be pre-registered for this class
	Musicians must be paid 3 months prior to wedding just as the church fees.
OTHER	
	Contacted florist
	Contacted photographer/videographer
	Catholic groom and/or bride are encouraged to receive the Sacrament of Reconciliation prior to the wedding.