



The Sacrament of Marriage

St. Peter Catholic Church

Guidelines and Policies

Parish Office: 125 Barr Street, Lexington, Kentucky 40507

Physical Address of the Church: 145 Barr Street, Lexington, Kentucky 40507

Wedding Inquiries to the Parish Office: (859) 252-7551

Website: www.stpeterlex.org

Rev. Peter Joseph, Pastor



Many Blessings to You!

Welcome to St. Peter Catholic Church! We celebrate with you in your lifelong commitment to each other in the Sacrament of Matrimony. May the Lord, Who has brought you together, sustain and deepen your love every day.

Below are the **first four required steps** to celebrating the Sacrament of Marriage at St. Peter Catholic Church.

1. Read these Wedding Guidelines. If you have any questions, please contact the Parish Secretary, Hannah Braden, at (859) 252-7551, or via e-mail at hbraden@cdlex.org.
2. Please call Hannah to check the availability of dates and times for your wedding.
3. Inform Hannah whether you wish to have our Pastor or one of our deacons preside at your wedding. She will consult with our priest or deacon to ascertain his availability to preside. Hannah will contact you to confirm the date, time, and presider you have selected.
4. It is at this time that the non-refundable deposit of \$400 is due to the Parish Office. This deposit reserves your wedding date and time. The Parish Office is located in the Wethington Parish Center located behind the church on Pleasant Stone Street (across the street from Sayre School).

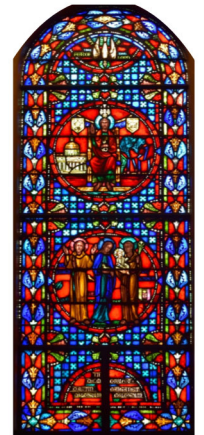
Please note that these four initial steps cannot be done by a third party, such as the mother of the bride or a wedding coordinator. **All of these actions must be completed by the couple first, before any further arrangements can be made to be married at St. Peter's.**

WEDDING AND REHEARSAL TIMES

Wedding Time Slots

We offer two “wedding time slots” on Saturdays. Please note that **we do not vary from these times.**

- St. Peter Church is available for the **wedding time slot** of 11:30 a.m. until 2:15 p.m.
 - ❖ Wedding times within this time slot: **12:00 p.m., 12:30 p.m., or 1:00 p.m.**
- St. Peter Church is available for the **wedding time slot** of 2:30 p.m. until 5:00 p.m.
 - ❖ Wedding times within this time slot: **3:00 p.m. or 3:30 p.m.**



Wedding Rehearsals

Wedding rehearsals are scheduled the evening before the wedding and are limited to one hour.

Rehearsals are usually held at 5:00 p.m. You are responsible for coordinating the time with the Parish Secretary, who will consult with the presider and our wedding sacristan. She will then confirm the time with you.

Rev. Peter Joseph, Pastor	(859) 693-3526	Pat Kaluski, Wedding Sacristan	(859) 270-7437
Deacon Ted Fraebel	(859) 421-1035	Hannah Braden, Parish Secretary	(859) 252-7551
Deacon Philip Latiff	(859) 797-9061	Bimala Nemkul ,Bookkeeper	(859) 252-7551

IMPORTANT NAMES AND CONTACT INFORMATION

Our wedding sacristan, Pat Kaluski, is a representative of St. Peter Church and will be your main point of contact in your preparations for your wedding. She will provide guidance regarding appropriate conduct in a liturgical space.

Pat will attend your rehearsal and wedding, as required by our liability insurance provider. On the day of your wedding, she will open the church and prepare the space. Pat will also guide the bridal party down the aisle. If you choose to hire a wedding coordinator/planner, his or her role operates outside the liturgical ceremony. A wedding coordinator must defer to our wedding sacristan and pastoral staff.



FEES

Church Rental Fee

The fee for the use of the church (the “church rental fee”) for non-parishioners is **\$1,200**, made payable to St. Peter Church. The church rental fee for *active* parishioners, with at least a five-year history of weekly Sunday Mass attendance and the ongoing gifts of the couple’s time, treasure, and talents at St. Peter Parish, is \$300. This “discount,” for lack of a better word, *is subject to approval by the Pastor*.

- A **\$400 non-refundable deposit** can be accepted by the Parish Office only *after* the presider has indicated his availability to preside at your wedding.
- The **balance of \$800** is to be paid in full to the Parish Office no later than two weeks prior to your wedding.

Stole Fee of Priest or Deacon

In the Roman Catholic Church, a stole fee is paid by a member of the laity to a priest or deacon for the administration of the marriage sacrament. The amount of the stole fee is left up to the wedding party; typically, it ranges from \$100 - \$300. The stole fee may be paid to the Parish Office or to the priest or deacon himself.

Music Director/Musician Fees

Some weddings take place within the context of the Mass (*i.e.*, with the Holy Eucharist). Others take place as a separate wedding rite without the Mass and, hence, without Communion. Please meet with the priest or deacon to make this determination of the wedding liturgy prior to contacting our Music Director.

Our Music Director, Lubitza Hershberger, will be your main point of contact regarding the music for your wedding. She will be happy to guide you through the process of selecting beautiful, appropriate, and prayerful music to enhance the wedding liturgy. Please contact her at lhershberger@cdlex.org to schedule an in-person consultation at least three months prior to your wedding.

The preferred option for weddings is to have Lubitza act as a pianist, organist, or violin/viola player, and also to act as coordinator for cantors and any ensembles. Such ensembles might include singer(s) or vocal ensembles; wind ensembles; or instrumental ensembles such as string duos, string trios, or string quartets. All musical selections, including the music program layout, must be decided upon, prepared, and submitted to Lubitza at least one month prior to your wedding.

Please contact Lubitza for cost of music. All musicians, including Lubitza, are contracted and paid separately from all other fees for the use of the church, as referenced herein. Because the musicians serve as independent contractors, their fees cannot be accepted by the Parish Office.

Videographer Fee

If you wish, St. Peter Church can provide a videographer for a fee of \$275. Please note that our videographer provides unedited footage taken from a single camera angle and from a single location in our choir loft. If you choose to use St. Peter’s videographer, the videographer fee is to be paid to the Parish Office no later than two weeks prior to your wedding.



DOCUMENTS AND MARRIAGE PREPARATION REQUIREMENTS

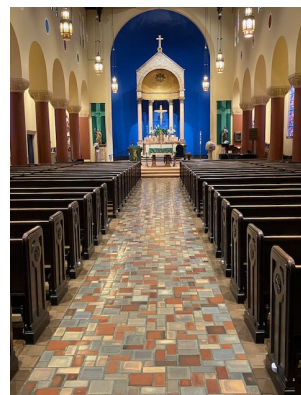
During the preparation for the Sacrament of Matrimony, a *confidential* physical file is created for you, which will be stored permanently at St. Peter Church. Below are some of the required documents maintained in this file. Please note that this documentation is so important that a couple cannot be married in the Catholic Church without it.

Permission of the Proper Pastor

If both the bride and groom are Catholic and attend any Catholic Church within the Diocese of Lexington, no Permission of the Proper Pastor is required.

If neither the bride nor the groom is a member of St. Peter Church, and only one of them is Catholic, the Catholic party must obtain permission from the Pastor of his or her Catholic Church to be married at St. Peter Church.

If both the bride and groom are Catholic but attend churches in a different Diocese, permission to be married at St. Peter Church may be obtained from either the bride's Pastor or the groom's Pastor. If the bride and groom attend churches in two completely different Dioceses, we still do not need permission from both Dioceses. Permission from the Pastor of the church of either Diocese is sufficient.



Baptismal Certificates

All Catholic brides and grooms must obtain and provide a baptismal certificate **issued within six months prior to their wedding date**. To obtain a copy of your Catholic baptismal certificate, please call your **church of baptism** and request a copy of your baptismal record **with notations**. In order to locate your records, the church office will ask you for your full name, date of birth, and date of baptism. If you do not know your exact date of baptism, an approximate date may work as well.

If the bride or groom is not Catholic, the non-Catholic party must call his or her church of baptism and request a recent copy of his or her baptismal certificate or other proof of baptism.

Previous Marriage

If either party had contracted a previous marriage, you will need to provide a copy of the Declaration of Nullity or the Death Certificate of your former spouse.

Marriage Preparation Classes

Marriage Preparation classes are required by the Diocese of Lexington. Information can be found on the Diocese's website under "Family Ministry Office, Marriage Preparation."

If you are undergoing marriage preparation in another Diocese, the marriage preparation requirements of that Diocese will apply. It is your responsibility to make sure that your church sends all documentation regarding your marriage prep to the Diocese of Lexington no later than one month prior to your wedding. (The Lexington Diocese then sends it on to us for your confidential wedding file.) This is extremely important.

Letter of Good Standing

If the priest or deacon who is conferring the sacrament of matrimony is not incardinated with the Diocese of Lexington, you must receive a "Letter of Good Standing" from his Diocese. A priest is "incardinated" in the Diocese of Lexington if he is attached to a church headed by The Most Reverend John Stowe, Bishop of Lexington.

USE OF THE CHURCH

Capacity of the Church

St. Peter Church accommodates approximately 350 people. The church has 60+ free parking spaces, which are accessed from Pleasant Stone Street. Street parking is public parking, which is managed by LFUCG.

Wedding Attire

Beautiful and historic St. Peter Church is almost 100 years old. Please note that there is no **bride's room** or any other space on the church property available for dressing. **There is only one** restroom (**unisex**) for the entire church, which is located near the main (front) entrance. **Please arrive at the church fully attired for your wedding.**

Wedding attire must be tasteful and reverent, honoring the dignity of the sacrament. Wedding attire for brides must be in good taste, modest, and not revealing.

Decorum

While in the church, a prayerful attitude is to be observed at all times because you are in the Presence of Christ in the tabernacle. A reverent attitude is required of all persons in the church, regardless of religious affiliation.

The Altar of Sacrifice (the "Front Altar") is to be respected and is never to be used as a "utility table" for cell phones, cameras, purses, or other paraphernalia.

The altar, ambo, and other church furnishings or seasonal decorations may not be rearranged or removed, since they are liturgical elements within the sacred space.

If you wish to hire a professional photographer or videographer, he or she may not be distracting to the wedding ceremony. Photographers/videographers are to remain in the body of the church (behind the first set of pillars) and never in the Sanctuary (the hardwood area around the altars).



Flash photography is permitted during the processional of the bridal party into the church. **No artificial lighting, including flash photography, is permitted during the wedding ceremony itself.** Flash photography is permitted again during the recessional of the wedding party out of the church.

St. Peter Church is a holy place of worship. Therefore, **no food or drink may be brought into the church. Alcoholic beverages, smoking, and vaping are not permitted anywhere on church property.**

Candles and Floral Decorations

Candelabras and stands may be rented from a rental company or a florist. **Dripless candles** are required.

Flowers may be placed near, but not on, the Altar of Sacrifice. Likewise, the tabernacle on the back altar must be visible at all times and not obstructed by flowers or other decorations. Be aware of your **wedding time slot** in which you have access to St. Peter's so your florist can arrange for delivery within that time frame. Floral arrangements or other items may not be delivered early or to the Parish Office.

Only padded clamps, available from a florist, may be used to fasten items to the pews. It is fine to attach bows, ribbons, or greenery to the pews with elastic or ribbon. **Tape or adhesive of any kind is not permitted** because of possible damage to the wood.

No decoration that might impede the ease of moving within the church is permitted.

Safety Concerns

No members of the wedding party, especially children, are permitted to climb the stairs or go up into the balcony/choir loft. The steps are very steep and narrow. The only person(s) permitted are professional photographers or videographers, and it is understood that they do so at their own risk.

Because of the nature of our tile floor, an aisle runner is unsafe and is not permitted. For the same reasons, a flower girl or boy may not drop real or silk flower petals onto the main aisle or anywhere else in the church. Rose petals on the tile floor are a potential tripping/slipping hazard for your guests. Rice, confetti, birdseed, or other "throwables" may not be thrown inside or outside St. Peter Church.

Neither the Diocese of Lexington nor St. Peter Catholic Church is able to assume any liability in connection with the use of the balcony/choir stairs by any party.

Neither the Diocese of Lexington nor St. Peter Catholic Church is able to assume any responsibility for any lost, misplaced, or stolen items that you, your party, wedding coordinator, or guests may bring into the church or onto the parish grounds.



By our signatures, below, we hereby indicate that we have thoroughly read and understood these Wedding Guidelines and that we agree to abide by all terms, conditions, and requirements contained herein.

Signature of Groom

Signature of Bride

Date

Date



'The Marriage Feast at Cana'

Juan de Flandes (1460-1519)

*"Marriage is to help married people sanctify themselves and others.
For this reason they receive a special grace in the sacrament, which Jesus instituted.
Those who are called to the married state will, with the grace of God,
find within their state everything they need to be holy."*

Saint Josemaría Escrivá

