

**ST. MARY  
OF THE  
ANNUNCIATION**

46 MYRTLE STREET  
MELROSE, MA 02176  
(781) 665-0152

**WEDDING PAMPHLET**  
(REVISED JULY 2009)

St. Mary of the Annunciation Parish is a community of believers steeped in the tradition of the Catholic faith and the history of Melrose. With great joy, we anticipate with you the day of your wedding and your life together in marriage. We provide this pamphlet to you to assist in your preparation and answer some questions you may have. We find that through an informed understanding of the Sacrament of Marriage, our ritual prayer and sacred music become a means of expressing that understanding.

The Sacrament of Marriage is primarily a sacrament of unity. As the couple is united with one another, both physically and spiritually, they are united in the Divine love of Jesus Christ for his Church. Marriage then is not only a personal, intimate encounter between a husband and wife, it is also a true act of worship involving the community of St. Mary's Parish.

Ritual prayer, or what we call our Sacred Liturgy, is a way to help us express both our deep, spiritual desires and our human longing to be united with one another. Because of this, some ritual actions or music are found appropriate and others are not. Our goal is to use the Liturgy to lift our minds and hearts in worship of God. A Wedding ceremony can take place either in the context of a Mass or outside a Mass. What is best for each couple can be discussed with the priest. Together they can find what prayers, readings from the Sacred Scriptures, and solemn vows of commitment that the couple can use to celebrate their marriage.

Music has a unique effect on the human heart. It can penetrate deep in the soul and touch our emotions like nothing else. It can lift our hearts and express things that we find difficult to say with words. In our Liturgy, we distinguish between sacred music and secular music. We only use sacred music because it is created from Sacred Scripture and our Catholic faith. It is an integral part of ritual worship and is unique in its ability to lift the heart and mind to God. Our Music Director will determine whether your music is sacred and appropriate.

We at St. Mary Parish hope you find this pamphlet helpful and invite you to join us each Sunday at the Liturgy of the Eucharist so that we can deepen our union with one another and with God.

**FR. JOHN M. SULLIVAN**

## I. PRELIMINARY MEETINGS

### 1. DAYS AND TIMES OF WEDDING

Friday	5:30 pm
Saturday	11:00am, 2:00 pm, and 5:30 pm
Sunday	1:00 pm to 3:00 pm (2 <sup>nd</sup> and 4 <sup>th</sup> Sundays, 3:00 pm only)

Please note that if the wedding party is more than twenty minutes late, the priest, according to his own discretion, can choose to celebrate a ceremony rather than a Mass.

### 2. DOCUMENTS

- Information sheets. These papers are filled out with the priest during a meeting and contain biographical and familial information regarding the couple. These papers help to establish a couple's freedom to marry in the Church.
- A recent copy of each person's Baptismal record. If either person was baptized outside of St. Mary's Parish, please call the parish where the baptism took place. Ask them to mail a baptismal certificate, the long form, directly to the designated priest.
- A copy of each person's Confirmation record.
- A Massachusetts marriage license. A license can be obtained at a city or town hall thirty or sixty days prior to the wedding day. Blood tests and medical certificates are required from each party to obtain a marriage license.

### 3. WEDDING CEREMONY PLANNING

- Together with the priest, the couple can choose selections for prayers, scripture readings, and the exchange of vows.
- A booklet called *TOGETHER FOR LIFE* is provided for you with this information -- fill out the Selection form and bring it to the Rehearsal. Please note that a Psalm is a song and therefore Regina will help prepare that section of the Selection form.

### 4. VISITING CLERGY

- Visiting clergy are welcome to officiate at a wedding at St. Mary's, however, if the visiting priest or deacon is presently assigned outside the Commonwealth of Massachusetts, he must get permission from the office of the Secretary of State at the State House in Boston.

## II. MARRIAGE PREPARATION

In preparing for marriage, couples are asked to receive the Sacrament of Penance and to complete a Marriage Preparation program.

### 1. SACRAMENT OF PENANCE

- We encourage every couple to receive the Sacrament of Penance together as they prepare for marriage. Days and times are listed in the Parish Bulletin.

## **2. MARRIAGE PREPARATION PROGRAMS**

- These programs can be found at the website [www.bostoncatholic.org](http://www.bostoncatholic.org) under Marriage Ministries.

## **III. WEDDING MUSIC**

### **1. MUSIC DIRECTOR**

- Paula Lowell is our Music Director. She plays the organ and the piano, and helps engaged couples plan the Liturgical Music for the wedding. She will determine if your music is appropriate and if the text gives “thanks and praise to God.”
- According to our contract policy at St. Mary’s, Paula Lowell receives her appropriate fee for her direction and professional advice. A couple may request permission from the Music Director to have another organist, but payment to the Music Director is still expected. Arrangements for all musicians should be made through our Music Director. If you wish to use a musician or vocalist other than those provided by St. Mary’s Parish, it would need to be cleared by Paula.
- Paula Lowell can be contacted at her office at (781) 665-8105.

### **2. PLANNING WEDDING MUSIC**

- An engaged couple can plan their Liturgical Music at Music Workshops offered throughout the year. At these workshops, the couple will be able to select music and musicians with the Music Director. Contact Paula Lowell to attend a workshop.
- Please make arrangements to plan your music program at least three months before your wedding.

### **3. LEADER OF SONG**

- An experienced Leader of Song, or Cantor for your Psalm, is provided by St. Mary’s. You may select a soprano, a mezzo-soprano, a tenor, or a baritone from our Parish. Should you wish to have a visiting vocalist, you must arrange for an audition and a rehearsal with the Music Director. An additional fee of \$50 is necessary for the director for the rehearsal.

### **4. INSTRUMENTALISTS**

- Also available are professional musicians from St. Mary’s who play the violin, flute, or trumpet. The use of outside musicians can be discussed with Paula. An additional fee of \$50 will be expected for the Music Director to prepare the music and rehearse with the visiting musician.

## **IV. WEDDING REHEARSAL**

### **WEDDING REHEARSAL COORDINATOR**

- Cathy DiPirro is the Wedding Rehearsal Coordinator here at St. Mary’s Parish. She is available at the Rehearsal as well as the Wedding Ceremony to oversee the processions and other details.
- Each engaged couple will need to contact Cathy at (781) 662-9154 to arrange for the Rehearsal date.

- Two Altar Servers are provided by St. Mary's to assist the priest and Wedding Coordinator during the ceremony.

### **CHURCH DECOR**

- Flowers, bows, etc. to decorate the Church can be arranged with any local florist.
- "Unity Candle" – the use of a unity candle is discouraged because it is not part of our Catholic ritual.
- Florists provide aisle runners. The center aisle at St. Mary's Church is 66 feet long.
- We often have multiple weddings over the weekend. Some couples find it helpful and cost effective to collaborate with the other couples being married the same weekend and split florist fees. This can be arranged with the Wedding Coordinator.
- We ask each couple to respect our policy of no rice, flower petals, birdseed, etc. to be thrown inside or outside of the church.

### **PHOTOGRAPHY**

- As befitting to prayer and worship, we ask each couple to communicate with the photographer and videographer our request that they be discreet and unobtrusive.
- Guidelines for appropriate place and timing of photography can be received from our Wedding Coordinator.

### **DAY OF REHEARSAL**

- Please bring these items to the Rehearsal and give them to the Wedding Coordinator:
  1. List of Wedding Party in order
  2. State Marriage License
  3. Selection form for readings and vows from *TOGETHER FOR LIFE* booklet

## **V. TWO WEEKS BEFORE THE WEDDING**

### **1. FEES AND MUSIC**

- All fees and Liturgical Music selection sheets are due two weeks before the wedding. Please make out separate checks, except for the Altar Servers who prefer cash, to each listed below. Place the checks and cash in clearly marked envelopes. The envelopes can be dropped off in the mail slot at the rectory.

#### **• LIST OF FEES**

- ST. MARY'S CHURCH                      \$200
- MUSIC DIRECTOR                         \$200
- LEADER OF SONG                         \$150
- INSTRUMENTALISTS                     \$50-150
- WEDDING COORDINATOR               \$80
- ALTAR SERVERS (TWO)                 \$10 each