

WEDDING GUIDELINES

ST. JOHN the EVANGELIST CHURCH

6705 Old US Hwy 45 South, Paducah, KY 42003

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If you wish to be married in a Catholic wedding ceremony at St. John, we offer to help in whatever ways we can to prepare you for marriage and to insure that your wedding will be a prayerful experience.

In order to have your wedding celebrated at St. John, *at least one party must be a registered and active parish member for at least one year prior to the wedding* or must have an immediate family member (parent, child or sibling) *who is a registered and active member for at least one year prior to the date of the wedding.*

If you are Catholic, but not an active member of St. John, **with approval of our Pastor**, you may be able to have a wedding celebrated here. *To defray the costs for the use and upkeep of the church, a \$500 payment is to be made at the Parish Office when scheduling occurs.*

- All music before and during the wedding must be selected in compliance with Diocesan Guidelines for Wedding Liturgies. *Music for the ceremony is to be arranged and paid for by the wedding party. Only persons authorized by the church are allowed to control the public address system.*
- *In decorating for the wedding, church furnishings cannot be moved from their present location.*
- Decorations can be set up the day of the wedding *following* the regularly scheduled Mass for that day. *All decorations must be removed within two hours of the ceremony or at least one hour prior to a scheduled Mass.* In some cases, earlier setup may be allowed if approved by the Pastor.
- *Our regular candles and candle holders must be used in the altar area. Spiral, heart-shaped and/or arch-shaped candle arrangements are not permitted.* A unity candle is allowed, but must be furnished by the wedding party. **If candles are used on the window sill, glass globes and glass bases must be used.**
- **No candles are allowed in or on the baptismal font.**
- **No pins, nails, tacks or tape are to be used on the pews or on any other surfaces in the church.**

- The bridal party can dress in the new sacristy of the church or in the school cafeteria (clarify with parish office for use). *These areas are to be cleared of all items within two hours of the ceremony or at least one hour prior to a scheduled Mass.*
- ***No food or drink, "other than water", is allowed in the church.***
- *All boxes, flowers, and programs should be removed from the church within two hours of the ceremony or at least one hour prior to a scheduled Mass. This includes any outdoor decoration as well.*
- **Reception area (Cafeteria):** *A check payable to The Roman Catholic Bishop of Owensboro in the amount of \$95.00 must be given to the parish office and copies of the Diocese of Owensboro Liability Control Release Forms (3 forms) must be signed and given to the parish office 15 days before the event when using facilities for a reception.*
- ***NO DRIVING ON ANY SIDEWALKS IS ALLOWED.*** *This includes the sidewalk leading from the large parking area to the front of the rectory/church.*

Responsible party

Date