

WEDDING GUIDELINES

THE PARISH OF OUR LADY AND ST THERESE, ESSENDON

We welcome all couples wishing to celebrate the Sacrament of Marriage at The Parish of Our Lady and St Therese (the parish) as a Nuptial Mass or a wedding prayer service. The following guidelines are to assist couples marrying at St Therese's church or Our Lady of the Nativity church in their preparation for their wedding.

Weddings can be booked at our two Mass Centres:

- St Therese's Church, Lincoln Rd, Essendon
- Our Lady of the Nativity (OLN) Church, Fawkner St, Aberfeldie

Our parish priest has pastoral responsibility for those who live within the parish and will try to accommodate parishioners who would like him to officiate their wedding.

Couples who live outside our parish but would like to hold their wedding at one of our Mass centres will need to ask another priest to officiate. The parish can assist with names of priests who may be available.

The presiding priest will help you with marriage preparation, Church and Government forms, relevant dispensations, planning your order of service and will be the celebrant for the ceremony.

BOOKING A WEDDING AT THE PARISH OF OUR LADY AND ST THERESE

Wedding arrangements will only be made with the marrying couple, not with friends or family.

After confirming the date and time are available the bride and groom should complete an application form (available from the parish office.)

The parish does not accept tentative bookings for weddings. A wedding will only be considered booked on payment of a 50% deposit. Final payment is due 12 weeks prior to the wedding date.

Church Booking Costs:

- St Therese's Mass Centre church booking total fee: \$1100 (deposit \$550)
- Our Lady of the Nativity church booking total fee: \$800 (deposit \$400)

The church booking fee does not include an offering for your celebrant.

Priest Offering:

The clergy offering/fee for our parish priest for the preparation and celebration of a wedding at either Mass centre is \$500. This is in addition to the church booking fee. This fee is only payable when our parish priest officiates a wedding. Other priests' fees will differ and will be payable directly to that priest.

Rehearsals: The parish will schedule a 6:00pm, 30-minute rehearsal on the Wednesday or Thursday of the week leading up to your wedding date. We encourage the testing of any required audio-visual equipment at this time.

WEDDING CEREMONY

Liturgy: The officiating priest will assist you in preparing the liturgy/marriage ceremony. It is your officiating priest who has final approval of your selection of readings, music etc.

Live Music: If you arrange for live musicians to perform at your wedding, please notify the parish in case some assistance is required with set up.

Recorded Music: You can play music files on a laptop connected through to the AV system via HDMI or you can connect to the sound system via an AUX cable and stream/play songs from any compatible device.

CHURCH DECORATIONS

Flowers: Any special floral arrangements will need to be organised by you with your own florist. The florist will need to confirm an appropriate delivery & set up time with the parish office.

Decoration: Wedding parties may decorate the church temporarily for their ceremony. Any set up of decorations will need to be arranged with the parish office around other bookings in the church.

All decorations and floral arrangements should be removed immediately after the wedding unless otherwise organised with the parish.

LITURGICAL AND SEASONAL DECORATION

The colours of the seasons of the Liturgical year are reflected in décor in our churches. There are also a number of Feast days throughout the year where Liturgical décor is changed. Liturgical and seasonal décor will remain in place for weddings.

At St Therese's the Liturgical décor includes (but is not limited to) large fabric sails hanging behind the tabernacle. At OLN the liturgical décor includes (but is not limited to) the colour of the tabernacle cover.

The Season of Lent: The Liturgical colour is purple. There is no other décor (including flowers) during the Lenten period.

Palm Sunday: The Liturgical colour is red. In addition to the usual Liturgical décor, church interiors and foyers are decorated with displays of palm fronds.

Easter Season (6 weeks): The Liturgical colour is yellow/gold.

Advent: The Liturgical colour is purple. In addition to the usual Liturgical décor, the Advent wreath and Nativity scene are set up on or near the Sanctuary where they remain until after the Feast of the Epiphany in early January. At St Therese's the Christmas tree is also set up on the Sanctuary.

Christmas: The Liturgical colour is yellow/gold. The Advent wreaths, Christmas trees and Nativity scenes remain in place until the Feast of the Epiphany

Sacraments: Throughout the year our school celebrates the Sacraments of First Reconciliation, First Eucharist and Confirmation. The Sanctuary and church will be decorated accordingly for those Masses.

ON THE DAY

Traffic Management at St Therese's: Where your wedding party will be arriving and/or departing in over-size vehicles please arrange for vehicular assistance at the Florence St/Lincoln Rd corner. We ask your assistance to prioritise safety and avoid traffic congestion.

Wedding cars are **not permitted** on any of the Lawn areas surrounding our churches.

Toilets: At both Mass centres toilets are located at the rear of the church, external to the main building.

Photographer: Please ensure your photographer consults with the celebrant prior to the wedding ceremony.

Confetti: Confetti, rice, petals, etc. are not permitted in the church or church grounds.

If you have any further questions, please do not hesitate to contact our parish office via phone 9401 6330 or via email essendon@cam.org.au