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I - General Wedding Information and Guidelines

We congratulate you on your decision to celebrate your wedding ceremony in our Church. Planning your wedding is a daunting task, involving many people and an endless array of things. But in truth, your wedding ceremony is the central part of your big day. It is a sacred celebration meant to express your faith in God and your love for each other. The faith community at St. Barbara is committed to supporting your relationship now, as you plan your wedding, and afterward, as you continue to nurture it.

In the following pages, you will find a list of step-by-step instructions to plan your wedding. We hope that this information would be helpful for you.

- 1) Couples who wish to be married at St. Barbara Church must contact one of the parish priests **at least six (6) months prior to the wedding**. This allows sufficient time for the couple to prepare and to fulfill the Church's requirements for marriage.
- 2) At least one of the parties **must** be a registered member of St. Barbara Parish. Any exceptions to this guideline must be discussed with the priest of the wedding and approved by the pastor.
- 3) Catholics who wish to be married should be living their Catholic Faith. They should be participating regularly at Sunday Mass.
- 4) The Sacrament of Reconciliation (Confession) is **not** offered during the wedding rehearsal. Please note that the regular times for Confession are on Tuesday at 6:00 pm and on Friday at 6:00 pm. To receive the Sacrament of Reconciliation, you will have to come to Church on any Tuesday or Friday before your wedding; or make an appointment with a priest prior to your wedding rehearsal day.
- 5) The marriage of two (2) Catholics is normally celebrated within the context of a Mass. There is, however, the option of having the ceremony without a Mass. This would be of particular interest to couples in which one of the parties is not in a position to receive Holy Communion or is not Catholic.
- 6) Church Fee: The fee for the usage of the Church is \$400.00 for St. Barbara Church parishioners and \$500.00 for non-parishioners. A non-refundable deposit of \$200.00 is required before a tentative date can be set to formally reserve the Church. The balance of the Church fee is due 1 week before the wedding rehearsal. However, no one is refused marriage. If you are unable to afford the fee, please speak with the priest celebrating the wedding.
- 7) Additional Fees: The fee for the wedding coordinator is \$150.00. The fee for our musician varies, but generally it ranges from \$175.00 to \$350.00. Altar servers are usually given \$20.00 each. Please issue separate checks for the musician/choir. Altar servers should be given cash. The fee for the priest celebrating your wedding is optional. The generosity of your gift is left to your discretion.

II - Required Documents for the Catholic Church

The following documents MUST be submitted to the priest prior to celebrating your wedding.

- 1) **BAPTISMAL CERTIFICATE**
 - a) The Catholic parties to be married need to submit a recent copy (issued within the last 6 months) of their Baptismal Certificate. This can be done by contacting the Church of baptism for a copy of the certificate.
 - b) Non-Catholics who have been baptized are asked to present any record of their Baptism.
- 2) **FIRST HOLY COMMUNION AND CONFIRMATION CERTIFICATES**

The priest will need to see documentation of First Holy Communion and/or Confirmation for each Catholic party. This information is usually indicated on the back of the Baptism Certificate. If the information is not noted on the back of the Baptism Certificate, please contact the Church where the Sacraments of First Holy Communion and Confirmation were celebrated, to receive a copy of the certificate(s).
- 3) **CIVIL MARRIAGE LICENSE**

This is the legal license to marry in the State of California. It is obtained from the County Recorder's Office in Santa Ana. It may be obtained up to 90 days prior to the wedding. It is advised that this document be given to the priest as early as possible for safe keeping, but it must be given to the priest no later than the evening of the wedding rehearsal. The wedding cannot take place without the marriage license in the possession of the priest. See page 3 for more information.
- 4) **INNER-FAITH OR MIXED-FAITH MARRIAGE DISPENSATION**

If a Catholic party wishes to marry a non-Catholic, a dispensation is required from the Bishop. This dispensation form is supplied by and filled out in the presence of the priest at one of the meetings.
- 5) **LETTERS OF FREEDOM TO MARRY**

These are sworn statements by parents or close relatives stating that each party has never been married before and are free of any impediments to be married in the Catholic Church. The priest will provide these forms.
- 6) **PRENUPTIAL QUESTIONNAIRE**

This is a very brief questionnaire that the couple is asked to complete individually with the priest. It is an official record of essential information about the couple's understanding of the Sacrament of Marriage. This takes place during the first meeting with the priest.

III - Required Documents for the State of California

1) **PROCEDURE TO APPLY FOR A MARRIAGE LICENSE**

Both parties must appear together in person at the Orange County Clerk's Office to apply for the marriage license.

Orange County Clerk-Recorder's Office – Marriage License Division

211 W. Santa Ana Blvd., Room #201

Santa Ana, CA 92702

Tel: (714) 834-2710

Office Hours: Monday – Friday, 8:00 am – 4:30 pm

www.ocrecorder.com/services/marriage

The marriage license is issued on a first come first served basis. No appointments are required. The license is valid immediately upon issuance and remains valid for 90 days. The fee for a public license is \$61.00 (current as of July 2016).

2) **PROOF OF AGE**

Proof of age is required. Acceptable as proof of age: birth certificate, hospital certificate, or baptismal certificate (showing date of birth), military dependent's card, driver's license, or government identification card.

3) **UNDER 18 YEARS OF AGE**

Anyone under 18 must contact the Marriage License Clerk's Office at 700 W. Civic Center Drive, Room D-100, Santa Ana, and CA 92701

4) **CITIZENSHIP / RESIDENCY**

No citizenship or residency is required.

5) **DIVORCED / DEATH / ANNULMENT**

For divorced persons, the final decree must have been entered before the application for marriage license. No proof of divorce / death / annulment is required, but the date must be known. However, a copy of the Final Judgment must be presented at the time of application for a current license if the judgment has been granted within three (3) months from the present application.

Please note: Any divorce issues must be discussed with the priest prior to any dates being set for your marriage in the Catholic Church.

IV - Required Meetings and Programs & Wedding Coordinator

1) **MEETING WITH THE PRIEST**

The parish priest has the responsibility of assessing the couple's readiness to enter into the Sacrament of Marriage. Normally the priest will want to meet with the couple at least 2 times to discuss the requirements of marriage in the Catholic Church, talk about the religious significance of the reception of the Sacrament, receive and fill out the necessary paperwork, and discuss the actual ceremony.

2) **A REQUIRED MARRIAGE PREPARATION PROGRAM**

One of the following marriage preparation workshops is required for marriage in the Catholic Church. **It is the couple's responsibility to register for and complete one of the following marriage preparation programs within the time specified at the first meeting with the priest.**

The priest will further explain these program options at the time of the meeting:

a) Catholic Engaged Encounter

www.eeweekend.org

Tel: (714) 455-9175

b) St. Barbara Church Marriage Preparation Class

Contact: John & Gwen Lippold

Tel: (714) 842-4094

Course is FREE

c) Online Marriage Preparation Course

www.onlinemarriagepreparation.com/roman-catholic.html

d) Vietnamese Catholic Center

1538 N. Century Blvd.,

Santa Ana, CA 92703

Tel: (714) 554-4211

www.vncatholic.net

3) **WEDDING COORDINATOR**

Please contact one of our parish wedding coordinators, one or two months prior to your wedding date, to assist you in preparing your wedding celebration, conducting your rehearsal and assisting you on the day of the wedding. Our wedding coordinators are:

a) Ms. Kim Bui – Tel : (714) 775-7733 (for English and Vietnamese)

b) Mrs. Lupita Calvillo – Tel : (714) 468-4977 (for Spanish)