

Preparing for the Sacrament of Matrimony and Making Arrangements for your Wedding at Mater Dei Parish

Congratulations on your engagement! As you plan your wedding and prepare to enter into the Sacrament of Matrimony, please make note of the following requirements for getting married at Mater Dei:

- 1) Either the Bride or Groom must be Catholic and a registered member of Mater Dei.
- 2) All couples are required to take the FOCCUS survey.
- 3) Marriage preparation takes place with one of the Mater Dei priests. A Natural Family Planning counseling session is also required.
- 4) A wedding date will not be set until you meet with the priest. By diocesan regulation, arrangements for weddings must be made at least six (6) months in advance of the date of the marriage. The six month date starts when you first meet with the priest, not the date of your engagement or the date you contact the parish.
- 5) There are required fees for marrying which solely covers costs. The parish does not charge a fee to get married.
- 6) You will work with the parish wedding coordinator who will assist you with details regarding your wedding ceremony.

Our priests will prepare registered parishioners for marriages which will be celebrated in another Diocese or parish, and the parish will process the necessary paperwork; there is an administrative fee for this which solely covers costs charged the parish by the diocese.

Getting started with the process and what is required of the couple

1. Contact the parish secretary who will take your necessary information, ask which priest you wish to officiate your nuptials and/or do your marriage preparation, and set you up to take the FOCCUS Assessment.
2. The priest (or the secretary) will contact you directly to set up your initial meeting. All successive meetings will be set up directly with him or through the parish secretary. After your initial meeting with the priest, the wedding coordinator will contact you to meet with her.
3. When you meet with the priest, you will each take the FOCCUS Assessment at the parish; the couple will continue to meet with the priest for as long as he deems necessary.

5. Minimally, the following required documents must be sent to the Parish Office to the attention of the parish secretary, Jean Blizzard:

a. Catholics must contact the parish of their baptism and have them provide a currently dated and original (not photocopy) baptismal certificate with notations of all Sacraments received; per Diocesan policy, this must be issued within six (6) months of the wedding day.

b. Non-Catholics must provide a copy of their original baptismal certificate or a letter from their church indicating they are baptized. Non-baptized persons need only advise they are not baptized.

c. One "Affidavit of Freedom to Marry" for each party. This form is completed preferably by a parent or adult sibling, or by someone who has known you for at least 10 years. They need to complete the form at a Catholic church in front of a witness such as a priest, deacon, or lay pastoral assistant.

d. Those with previous marriages (Catholic or Non-Catholic) must provide annulment documents, death certificates or other information as necessary. A divorce decree by itself is not sufficient.

e. There may be additional documents you must submit. All above-noted documents need to be received by the office, at the latest, 75 days prior to the wedding.

6. A civil Marriage License from a county in Texas must be secured no less than 72 hours prior to the wedding ceremony and your marriage must take place within 90 days of purchase. You may bring the license to the parish office after securing it, or to the rehearsal or wedding. The wedding ceremony cannot take place without a marriage license

7. While a wedding date will be scheduled, there is not assurance the marriage will take place until all the paperwork has been processed and approved by the diocese. If payment is made towards a wedding that is not able to take place due to lack of diocesan approval, all funds will be returned.

Scheduling the Church – Wedding, Rehearsal, Bride's Room, Reception

Weddings may be on any day of the week except Sunday. Additionally, weddings may not be scheduled on All Souls Day, Good Friday, Holy Saturday, the Saturday before Palm Sunday or during the Octave of Easter. If certain Holy days of obligation fall on a Saturday, weddings may not be permitted.

The Rehearsal will take place one or two days prior to the wedding. This will be scheduled when you meet with the wedding coordinator.

There is a Bride's Room available for use of the bride and attendants, which the wedding coordinator will reserve for you. Food and drinks are permitted in the bride's room; alcohol is not. The room must be cleared out following the ceremony.

The Parish Hall may be reserved for the rehearsal dinner and/or reception; if you are interested in this, please discuss with the wedding coordinator.

Mater Dei wedding attire

Bearing in mind that the wedding ceremony is a sacrament, the couple understands that the wedding party attire needs to reflect the solemnity of the ceremony and is in accord with the parish dress code. Bride and Bridesmaids attire will amply cover the shoulders and enough of the arms so that the armpit is not visible when the arm is extended. The back and front of the dresses may not be low cut and necklines need to rise sufficiently above the bust line. Lace or netting, without opaque lining, is not considered a covering over areas that need to be covered; if a dress consists of only lace/netting over these areas, it will need to be lined or covered accordingly. The parish has cover-ups that will be worn by the wedding party should their attire not meet this requirement. Dresses need to cover the knee entirely when sitting and slits are to be below the knee. The wedding coordinator can answer additional questions.

If dresses require a jacket/covering, it may not be removed at any time in the church or on church property (this includes for pictures on parish grounds).

Groom and groomsmen attire should consist of sport coat and slacks, suit or tuxedo.

Each wedding party member's attire must be approved by the priest officiating your wedding. He is to see a picture of the bride & the bridesmaids in their respective dresses, at minimum, one month prior to the wedding. The parish is not responsible for purchases made without approval.

Mater Dei reserves the right to cancel your wedding prior to and including the actual day of the Wedding Mass for failure to comply with our dress code requirements.

A list of websites and stores which carry appropriate wedding attire can be found on the resource page.

Please inform your family and other guests of our parish dress code, which can be found on the resource page.

Planning the Ceremony

Liturgy

In the Traditional Latin Mass Marriage Ceremony, the Wedding Rite takes place prior to the Mass. There are no options for readings, prayers, or exchange of rings. The entire Marriage Service can be found on page 1682 in the Baronius Press Missal.

You will need to choose the type of Mass you would like for your wedding: a Low Mass (1 priest), a Missa Cantata/Sung Mass (1 priest) or a Solemn High Mass (3 priests). During Advent and Lent, only a Low Mass can be offered. A Solemn High Mass may not be available if all three Mater Dei priests are not available on the wedding date.

The Traditional Latin Mass Marriage Ceremony and Mass does not lend itself to individuals besides the priest and altar servers serving as lectors, gift bearers, or Extraordinary Ministers of Communion.

Altar servers

The parish will provide altar servers for your wedding or you may choose to provide your own. The servers must know how to serve the Traditional Latin Mass and the priest must approve any servers who are not parishioners. Non-parishioner servers will need to make an appointment with the officiating priest to determine if they are capable of serving the Mass.

A Low Mass requires two altar servers; a Sung Mass or a Solemn High Mass requires six altar servers. Each altar server receives a stipend from the couple.

Music

To make arrangements for all wedding music, you will need to contact the parish music director, Kimberly Walters, at music@materdeiparish.com or by phone at 817-975-2934, at least three months prior to your wedding date. No arrangements should be made before contacting her.

The music director has various suggested organ and vocal repertoires you can choose from and will strive to accommodate any particular music requests you may have. No taped/recorded music is permitted.

Mrs. Walters will work closely with you to select both instrumental and vocal music, and coordinate scheduling an organist and any other instrumentalists if desired. Unless other arrangements are agreed to, all vocal music at your wedding must be performed by the parish choir members. All music and musicians at your wedding must be approved by her.

The organist fee & the stipend for each vocalist will be paid for by the couple. If Mrs. Walters and/or the organist must attend a wedding rehearsal, there is an additional fee for their rehearsal time.

Other

The couple may choose to visit the Marian side altar to pray and/or leave a small arrangement of flowers. This will take place after the Last Gospel. You will need to provide your own floral arrangement.

Unity Candles are not part of the Traditional Marriage Service.

Planning the Environment

Wedding Attendants

The couple must have at least two persons, in addition to the priest, to witness the vows. You may have as many Bridesmaids and Groomsman as you desire.

Ring bearers and flower girls may be included in the ceremony. They may strew artificial flower petals, paper hearts, etc. down the center aisle, as long as those items are cleaned up afterwards.

Sanctuary Floral Arrangements

The couple provides the fresh floral arrangements for the three Sanctuary altars.

You may contract with a florist to provide Sanctuary flowers for the wedding, or you may make a stipulated donation to the parish Altar Flower fund and those volunteers will make the arrangements for you*. As most couples choose this option for their wedding, the cost of flowers is included in the wedding fees. If you use an outside florist, that fee will be eliminated.

If you choose to use the parish Altar Flower group, you need to contact the coordinator, Valerie Graham, at flowers@materdeiparish.com at least two months prior to your wedding. Discuss with her your wedding colors, preferred flowers and any ideas you have. Please note that depending on the time of year, some flowers may not be available, and some colors are difficult to obtain in natural flowers. Mrs. Graham will work with you to have arrangements made to your pleasure.

If you use an outside florist, they need to contact Mrs. Graham to discuss the arrangements they will be making and placement of the flowers on the altars.

There must be six (6) floral arrangements for your wedding; two smaller ones for each side altar (4 total), and two larger ones for the main altar. Floor arrangements are not allowed.

The Sanctuary and church décor during liturgical seasons will remain in place and will not be removed or modified. This includes the more elaborate arrangements during the Christmas and Easter seasons and the month of May, and the more penitential décor/lack of decor during Advent and Lent.

All flower arrangements in the Sanctuary are to be left as a gift offering of thanksgiving.

***NB: The parish flower arrangers volunteer on Saturdays. Due to the amount of time it requires to make floral arrangements, their services can only be utilized for weddings that take place at 2 p.m. or later. Weddings scheduled earlier than 2 p.m. must contract an outside florist.**

Other Décor

Allowed: floor runners, pew bows, small items strewn down center aisle; (outside) bubbles & sparklers*

Not allowed: additional candles, candle stands and candelabras; rice, bird seed, potpourri, confetti, real flower petals strewn down middle aisle (you may use silk/artificial flower petals)

All decorative ideas need to be discussed with, and approved by, the wedding coordinator.
All décor, except for altar flowers, needs to be removed after the pictures are taken.

Photography/Videography

The wedding ceremony is a religious service, photographers are asked to show proper respect for the ceremony and the place.

The photographer and videographer must abide by the parish dress code; you need to be sure your photographer/ videographer is aware of this. **Photographers and videographers will not be allowed to photograph or record your wedding unless they are attired according to the parish dress code.**

Photographers may arrive any time prior to the wedding and may take pictures in the church up to 45 minutes before the ceremony begins.

The photographer/videographer **MUST** speak with the priest or wedding coordinator to get instructions prior to the wedding. This can be the evening of the rehearsal or an hour before the wedding when the priest is setting up.

During the ceremony itself, the photographer/videographer may only take pictures/video outside the sanctuary (behind the communion rail). It is prohibited to enter the sanctuary for any video or pictures.

Only available light can be utilized; no flash pictures may be taken during the ceremony; flash pictures may be taken during the processional and recessional.

Photographers/videographers may utilize the choir loft as long as they accommodate and do not interfere with the choir.

Flashing cameras are not appropriate during the Wedding Mass, and all picture taking by guests during Mass is to be done from the pews.

Video or audio equipment is permitted from discreet positions in the back of the church or in a stationary position in the church. No lamps are permitted on video equipment. Video equipment may be left unattended. "Roving video" may be taken from the back of the church provided it does not distract.

The church is Sacred Space and is treated as such at all times. One way we do this practically is by refraining from unnecessary conversation. After the Ceremony, while pictures are being taken, friends and family often remain in the pews to watch. We implore your guests to respect Mater Dei's Sacred Space and refrain from unnecessary conversation during this time.

The Day Before the Wedding/Rehearsal

Rehearsals are typically scheduled the day prior to the wedding. Times available on Friday are between 1:30-5 p.m. and 8:45 p.m. The Rehearsal will last approximately 30 minutes. Expect two run-throughs.

If you schedule your Rehearsal between 4-5, please allow sufficient time to get to the church as area traffic is notoriously heavy during this time period. Friday evening Sacred Heart Devotions start at 7 p.m. and the church must be clear by 6:15; if there is an extreme delay in the Rehearsal start time, your rehearsal may have to be moved to 8:45 or even cancelled, depending on priest availability.

Please be respectful of the Mater Dei dress code; it is expected you will inform all attending the rehearsal to abide by it.

Other

Wedding Banns will be published in the parish bulletin and announced from the pulpit on Sundays for the three weeks prior to your wedding.

Please treat Mater Dei facilities with the respect one would treat his own home and possessions by cleaning any areas used for the preparation of the wedding. All areas must be cleaned by the wedding party so they may be presentable Sunday Masses. Beverages, smoking and gum chewing are not allowed in the church at any time.

The parish will provide special Wedding Mass Missal booklets for guests to borrow to assist with following the Latin Mass. We have English/Latin and small number of Spanish/Latin Wedding Missals. . They will be available in the vestibule by the double doors. The altar servers will take care of this.

The couple may provide printed programs for guests. Please check pews before leaving to be sure they are all picked up.

Please remind your guests of the Mater Dei dress code. It can be found on the attached Resource Page and here: <http://materdeiparish.com/about-mater-dei-latin-mass-parish/>

Catholic parties should receive the Sacrament of Confession prior to the wedding date. If desired, Confessions can be heard after the Rehearsal.

Wedding Costs

While Mater Dei does not charge a fee for getting married at the parish, there are costs associated with a wedding the couple needs to cover. The wedding coordinator will discuss these with you and determine a payment plan. Final payment is due two weeks prior to your wedding date; fees will not be accepted until all forms are processed and it is confirmed the wedding will take place.

Wedding preparation fees do not include a donation/stipend to the priest, but cover the FOCCUS and documentation processing fees from the diocese. If you wish to gift the priest, there is space to note that on the form you will submit with your payment.

Low Mass: \$400 + music costs

- Wedding preparation/documentation fees
- Bride's Room
- Sanctuary Flowers
- Two altar servers

Sung Mass or Solemn High: \$480 + music costs

- Wedding preparation/documentation fees
- Bride's Room
- Sanctuary Flowers
- Six altar servers

Married Elsewhere: \$75

- For those doing wedding preparation through Mater Dei, but getting married elsewhere. This fee covers the diocesan-required: wedding preparation forms/paperwork & processing fees.

Music costs:

- Low Mass: Organ only: \$150
- Low Mass: Organ/Cantor: \$200
- Low Mass: Organ/small choir: \$300 (4-6 singers)
- Sung Mass: Choir only: \$300*
- Sung Mass: Organ/Chant Schola: \$300 (male or female schola**)
- Sung Mass: Organ/Choir: \$400***
- Sung/Low Mass with outside singers: possibly \$50 (for assistance from music director) + organ cost (if applicable) ****

*High mass with choir-only means all music will be sung with no instrumental accompaniment, including all the processional/recessional music.

**The Chant Scholas know several choral pieces you may choose from that are for men-only or women-only; additional singing consists of chant hymns or other Latin hymns. A sung mass with the Organ/Chant Schola option would consist of more organ music than vocal music, with one vocal piece at offertory and/or communion, and a Marian chant for the offering given to Mary at the end. All Mass propers and ordinaries (Kyrie & Gloria, etc) would be chanted.

***High mass with organ/choir allows for a choral setting of the ordinary (Kyrie, Gloria, etc.) and more elaborate pieces for Offertory, Communion, presentation of flowers to Mary and possibly for any processional or recessional music.

****Wedding couple will need to discuss their wedding's music plan with the parish music director, if planning to have only organ, and/or vocalists from outside the parish. It may be deemed necessary to have the music director present/assisting at the wedding rehearsal and/or wedding.

CHECK LIST

- _____ Contact Parish Secretary/request priest & schedule first meeting
- _____ Meet with Wedding Coordinator
- _____ Schedule Rehearsal and Wedding dates/place on calendar
- _____ Submit recent copy of Baptism certificate for Bride and/or Groom
- _____ Submit *Affadavit of Freedom* for both Bride and Groom
- _____ Submit any additional documents needed for your situation
- _____ Obtain priest approval for wedding dress and bridesmaid's dresses
- _____ Contact Choir Director (3 months); Kimberly Walters, choir@materdeiparish.com
- _____ Contact Altar Flower group (2 months); Jan Howard, flowers@materdeiparish.com
- _____ Fees & stipends paid (2 weeks prior to wedding)
- _____ Secure civil marriage license; bring to office, Rehearsal or Wedding

*Sparklers: Per City of Irving fire code, hand-held novelty sparkling devices *are allowed* for outside use. The box of sparklers must say "novelty" and the boxes must be on hand at your event. If a city official investigates the sparklers and either: a) the boxes don't have the word "novelty" on them, b) the boxes are not available for the official to see or c) there are not enough boxes for all the sparklers the official sees, you will be cited.

Mater Dei Dress Code:

<http://materdeiparish.com/about-mater-dei-latin-mass-parish/>

Blouses and Shirts:

Neckline within two inches of the top of the sternum; Loose-fitting not form-fitting; Sleeves should be at least to half (between shoulder and elbow); Opaque not see-through

Skirts and Pants:

Skirt length should cover the knee when seated, no slit above the knee; Loose-fitting not form-fitting; Opaque not see-through. Men should wear neat and clean pants; no shorts. Veiling is welcomed and appreciated

RESOURCE PAGE

Modest Wedding Dress websites:

This is a sampling of websites known to sell dresses appropriate for Mater Dei. Note that not everything on the website or in the “modest” category will fit within the parameters of our dress guidelines.

Pinterest page for Mater Dei’s “Say Yes to the Dress”:

<https://www.pinterest.com/txkathi/wedding-dress-hits-for-mater-dei/>

Pinterest page for Mater Dei’s “close, but not close enough”:

<https://www.pinterest.com/txkathi/wedding-dress-strike-outs-for-mater-dei/>

<http://www.adressyoccasion.com/bridal>

<http://www.allurebridals.com/category/modest>

<http://www.bhldn.com/>

<http://www.dressale.com/>

<http://www.jenclothing.com/> (bridesmaid dresses only)

<https://latterdaybride.com/modest-wedding-dresses>

<http://projectbridal.com/13-modest-wedding-dresses>

<http://www.shirleysdress.com/modest-wedding-dresses.html>

<http://www.totallymodest.com/sub.php>

<http://www.venusbridal.com/bridals/temple-bridal> (temple maids for bridesmaids)

<http://daintyjewells.com/a-night-in-paris-in-lavender/> (bridesmaid dresses only)

<http://www.eshakti.com/Shop/Bride> (also bridesmaids) Customizes all aspects of dress

Seamstresses:

Jenny Nguyen at Northeast Tailor, 937 Melbourne Road, Hurst, TX 76053. 817-590-0284

Jenny can make bride & bridesmaids gowns/dresses

susannahkennedy14@gmail.com ; 469-426-1198

Susannah can tailor & make adjustments to bride & bridesmaids gowns/dresses.

De France Coutre (Personalized dresses at reasonable price)

13331 Preston Rd, Dallas, TX

<http://www.defrancecouture.com/>

Photographer:

Lorraine Marie Photography

<http://lorrainemariephotography.com/catholic-wedding-photographer/>

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