**Marriage Planning Sheet**

**Bride:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Groom: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Readings (Homework Assignment #1):**

Old Testament: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Psalm: (circle one: sung / recited) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

New Testament: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gospel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Music:**

Prelude: Three is a suggested number, and is usually about right. The second-to-last prelude song

may include seating of Grandparents, if so desired.

Please note: **All prelude music should reflect the standards described on the**

**policy/guidelines checklist**.

First prelude: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Second prelude: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Third prelude:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If Grandparents are being seated, list them in order:

First Grandparent(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ushered by: \_\_\_\_\_\_\_\_\_\_\_

Second Grandparent(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ushered by: \_\_\_\_\_\_\_\_\_\_\_

Third Grandparent(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ushered by: \_\_\_\_\_\_\_\_\_\_\_

Processional music for Wedding party: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Processional music for Bride and Groom, if different: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gathering hymn: (optional) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*\*Preparation of altar hymn: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*\*Mass service music: (Circle one: Mass of Creation, Mass of Christ the Savior)

Gloria

Gospel acclamation: Alleluia should be sung by cantor

Holy, holy, holy

Memorial Acclamation

Great Amen

Lamb of God

\*\*\*Communion hymn: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Recessional music: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*\*these selections are only used during a Mass, not a Nuptial Ceremony

**Procession:**

Servers (if any) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Presider: Fr. Kyle Digmann

Groomsman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bridesmaid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Groomsman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bridesmaid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Groomsman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bridesmaid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Groomsman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bridesmaid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Groomsman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bridesmaid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Groomsman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bridesmaid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Best Man \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Maid of Honor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Circle one of the following)

Bride and Groom with parents

OR

Bride and Groom as a couple (parents as part of the procession or seated before)

**Ministers:**

Organist / Pianist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (do they know Catholic ritual: yes / no)

Other instrumentalists \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cantor(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (do they know Catholic ritual: yes / no)

Ushers \_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Lector(s)

First reading \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Psalm (if read) \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Second reading \_\_\_\_\_\_\_\_\_\_\_\_\_

Intercessions \_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*\*Gift Bearers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*\*Eucharistic ministers (three)\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

\*\*\*Servers (if any) \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Clean-up \_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

**Order of Service for Programs**

**For a Wedding Mass**

Seating of Grandparents

Processional

Greeting and Welcome

Gloria

Opening Prayer

Liturgy of the Word

First Reading

Responsorial Psalm

Second Reading

Gospel

Homily

Rite of Marriage

Statement of Intentions

Exchange of Vows

Blessing and Exchange of Rings

General Intercessions

Liturgy of the Eucharist

Preparation of the Altar

Eucharistic Prayer

Lordʼs Prayer

Nuptial Blessing

Sign of Peace

Concluding Rite

Prayer after Communion

Final Blessing

Presentation of Couple

**For a Nuptial Ceremony**

Seating of Grandparents

Processional

Greeting and Welcome

Opening Prayer

Liturgy of the Word

First Reading

Responsorial Psalm

Second Reading

Gospel

Homily

Rite of Marriage

Statement of Intentions

Exchange of Vows

Blessing and Exchange of Rings

General Intercessions

Nuptial Blessing

Lordʼs Prayer

Sign of Peace

Concluding Rite

Closing Prayer

Final Blessing

Presentation of Couple

**Wedding Policies, Guidelines, and Checklist**

Wedding date and time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place of Marriage: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We are happy to welcome you to our churches of the Christ Our Hope cluster! We look

forward to celebrating your wedding day. Our hope is that the following guidelines,

checklists, and policies are a helpful companion to your planning process.

**Who do I call to make initial and final appointments?**

Fr. Kyle Digmann: 563-569-8259 (Please call Tuesday-Friday, 8am-4:30pm)

Email: dbq166@dbqarch.org

Mail: 110 Commercial Ave, PO Box 205 Protivin, IA 52163

**Who do I contact for music?** If you need help finding musicians, please contact:

Holy Trinity, Protivin: Miriam Humpal (563-569-8225)

St. John, Fort Atkinson: Jeanette Dietzenbach (563-387-0364)

Assumption, Little Turkey: Kimberly Ball (563-776-6007)

St. Luke, St. Lucas: Julie Sandbloom (563-778-2138)

OLMC, Lawler: Bob Huinker (563-238-7361)

St. Mary, Waucoma: Mary Dietzenbach (563-776-6061) or Janet Schmitt(563-776-6481)

**Check List:**

\_\_\_\_ Marriage license (without one, the wedding cannot take place!)

\_\_\_\_ Groomʼs Baptismal certificate

\_\_\_\_ Brideʼs Baptismal certificate

Enroll in the full Sponsor Couple program: Couple name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ Schedule rehearsal: Date \_\_\_\_\_\_\_\_\_\_\_\_\_ Time \_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ Rehearsal dinner: Location \_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ Schedule appointment with Fr. Kyle about one month before the wedding to plan

liturgy and proofread program

\_\_\_\_ Program proofread by Fr. Kyle and printed

\_\_\_\_ Offering to the Parish: A suggested offering of $200-$300 to the Church is the usual offering. This helps to cover some of the costs associated with your wedding. More importantly, it is an act of gratitude to God for bringing you two together and blessing your relationship. Please make the offering out to the parish and bring

to the rehearsal.

**Wedding Music:**

We encourage you to make use of the music directors listed above to help you find

appropriate music for the wedding. They may be especially helpful providing copies of

special service music necessary for the parts of a Mass. Musicians should observe the

principle of Catholic liturgy which calls them to lead the assembly in common worship

rather than focus on performing for them.

It is important to choose music which is sacred in nature. That is, the songs are

intended for use in a worship setting. Popular, contemporary songs are always a better

fit at the reception. Contact the presiding minister with any questions.

The service music (Alleluia, Holy Holy, Memorial Acclamation, Amen, Lamb of God) at a

Mass should be sung. The Responsorial Psalm should be sung whenever possible.

Pre-recorded music is never appropriate for use at a liturgy.

**The Wedding Party:**

Remember a spirit of simplicity when planning your wedding. Youʼll be glad you did.

If you have young children as ring bearer or flower girl(s), we request that an adult

accompany them down the aisle if they are younger than school-age (about 5). Wagons

are not permitted to be used in processions. Young children may be carried if they

cannot walk themselves down the aisle. Pets are cute, but may not play any role in the sacred wedding ceremony.

**Photography:**

All group/family pictures should be taken before the wedding begins. No flash photos

should be taken during the liturgy itself. Video cameras should be “out of sight -- out of

mind” during the liturgy. The photographer/videographer may be in front of the

assembly only during the entrance procession.

**Food and beverage:**

No member of the wedding party may be in possession of alcoholic beverages during

the wedding. No member should consume alcoholic beverages before the wedding

begins. This would constitute grounds for asking those persons not to participate in the

wedding. During the hours before the wedding, food and drink should not be brought

into the church itself. Please keep them in the parish hall/basement.

**Decorations:**

Seasonal decorations already in the church should not normally be removed. When

choosing a wedding date, keep in mind the season during which your wedding will take

place. Please avoid using adhesives on pews and furnishings. Aisle runners, bird

seed, and rice are not permitted.

**Clean Up:**

We recommend you designate a couple of people to be in charge of making sure the

church and parish hall (if used) are clean immediately after the wedding is over.