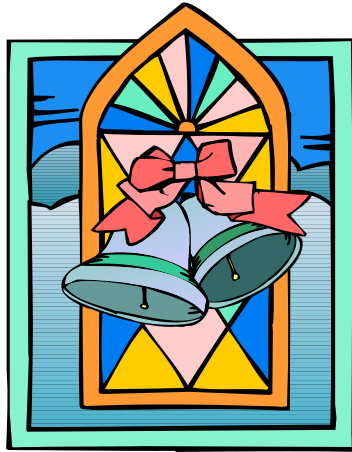


Welcome to

ST. JULIE BILLIART CHURCH

2475 BORCHARD RD. NEWBURY PARK, CA. 91320 805-498-3602



We are happy to assist you in

Preparing You for Marriage.

as well as

Planning

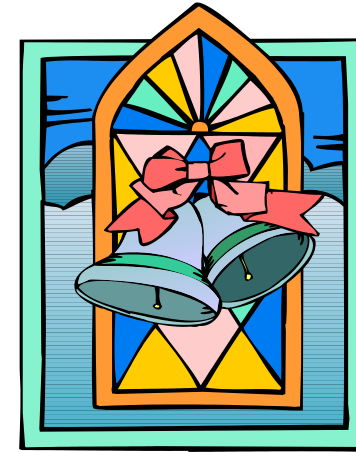
Your Wedding Day

Please read these guidelines
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ST. JULIE BILLIART MARRIAGE PREPARATION PROCESS

It is our joy to welcome you and to be part of your lives as you prepare for this Sacrament of loving commitment. To help facilitate your preparation, we have prepared this booklet for you.

GENERAL ASSUMPTIONS

We assume that one or both parties are registered members of St. Julie Billiart Parish (or that your parents are registered).

We assume that the Catholic party or parties are practicing Catholics (that is attend Mass each Sunday).

We assume that your first contact with the Church Office is a minimum of 6 months before the desired date of marriage.

We assume that this is the first marriage of any kind for either party.

If there are any considerations regarding the above assumptions, please discuss with the priest at your first visit.

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FORMS AND DOCUMENTS NEEDED

A RECENT (dated within the last 6 months) **COPY OF THE BAPTISMAL CERTIFICATE** should be obtained from the Church of Baptism. This may be secured by either calling the Church of Baptism or sending a written request with a stamped, self-addressed envelope enclosed. Also needed are **Certificates of First Communion and Confirmation**. The latter two need not be recent.

LETTERS OF FREEDOM to marry are necessary for both parties. This form is usually filled out by the parents or competent members of the family, stating that you have never been married before, and that you are aware of the responsibilities of Christian marriage. This document is filled out and witnessed in the presence of a priest or notary public.

The PRE-NUPTIAL QUESTIONNAIRE is a form filled out by each of the parties stating their preparedness for marriage.

Attendance at an **ENGAGED ENCOUNTER WEEKEND** is required. You will receive a **CERTIFICATE OF ATTENDANCE** upon completion. Please be sure to bring it with your other paper work. A FOCUS questionnaire will be administered by the Priest/Deacon.



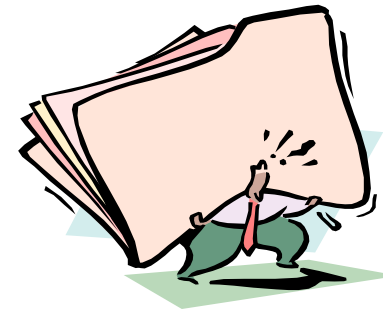
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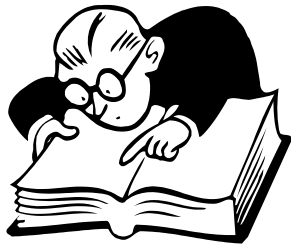
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ADDITIONAL REQUIREMENTS



In the case of a marriage between a Catholic and a non-Catholic, it is necessary to make a written or oral agreement in relation to the Catholic party's obligation to baptize and raise the children as Catholics.



A copy of the book "TOGETHER FOR LIFE" by Joseph M. Champlin, is available in the Parish Office. It contains several options for the ceremony and a sheet for you to indicate your choices.



Within one month of the scheduled date of marriage, the couple must meet individually with the priest to finalize preparation and discuss the ceremony.

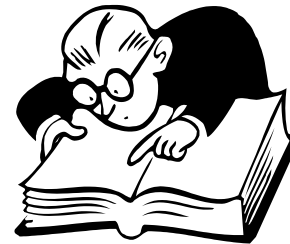
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2. Insert of the Champlin's booklet with your selections of prayers and readings.
3. Donation for the Church.

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LEGAL DOCUMENTS

THE CIVIL LICENSE AND CERTIFICATE are obtained from the COUNTY HALL OF RECORDS. To expedite this process, please keep these things in mind:

1. Once the license is issued, it is good for only 90 days; the marriage must take place within 90 days of the issuance of the license.



LOCATION TO OBTAIN MARRIAGE LICENSE

Ventura County Government Center
County Clerk's Office
Hall of Administration
800 Victoria Ave.
Ventura, California 93009
(805) 654-2263

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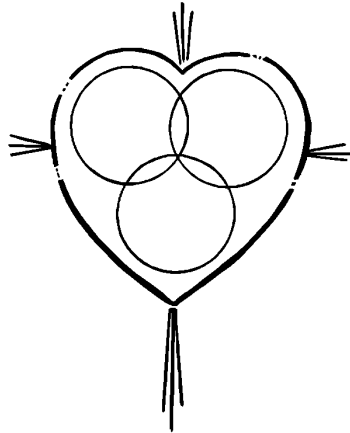


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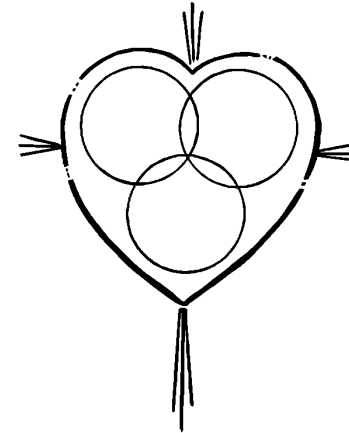
LOCAL INFORMATION

- It is assumed that two Catholics marrying will request a Mass, unless there is an extremely important reason not to have one. The Mass adds a great deal of beauty and solemnity, and the priest will make every effort to explain the Mass and the Sacrament of Marriage to all guests.
- We request that all who enter the Church at any time, whether before, during, or after the rehearsal or during the wedding celebration itself, observe silence, respect and reverence in the House of God.



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PHOTOGRAPHER — VIDEOGRAPHER

The event you are about to record is a sacred one. We seek your cooperation to ensure an atmosphere of dignity, reverence and worship (with a minimum of distraction) during the ceremony. We have listed below the general guidelines at our parish.

- Pictures are permitted during the ceremony by the principal or professional photographer only. Photographer needs to adhere to proper conduct and not pop out of places during Mass.
- We kindly request that all guests remain in their pews throughout the ceremony by listening attentively to God's Word and joining the communal spirit of prayer.
- Video equipment must be stationary outside the sanctuary and only in designated areas either the right or left aisle of the church. No equipment is allowed in the center aisle.
- The use of flash photography is not permitted during the worship service. Also no additional equipment to enhance either the lighting of the sanctuary or the recording of sound is permitted.
- The photography/video session following the wedding must finish 15 minutes after the ceremony due to other liturgical services scheduled.
- During the post-wedding photography session, we ask that the party remain silent and that the photographer be as quiet and respectfully reverent as possible.
- All photographers and videographers must meet with the Wedding Coordinator prior to the ceremony to receive specific requirements of the priest.

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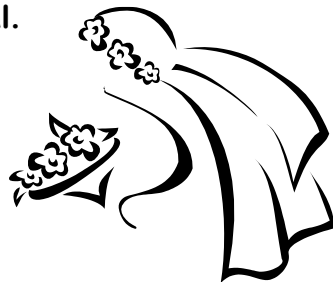
WEDDING COORDINATOR

St. Julie's Wedding Coordinator is available to confer with you regarding questions about the ceremony and the day of the wedding itself. She makes sure that your wedding runs smoothly and with as little stress on the Bride and the Groom as possible. The Wedding Coordinator will also run the rehearsal and be present one hour prior to the wedding ceremony to attend to the bridal party, open doors, assist the florist, photographers and ushers. She will call you to schedule a date and time for the rehearsal.

Wedding Rehearsal

An important part of the preparation for the wedding celebration is the wedding rehearsal. It is essential that all members of the wedding party be present for this rehearsal as well as any individuals who you have selected to proclaim the scripture readings during your celebration. If you have a priest coming in from an outside parish to perform the ceremony, he should be at the rehearsal if at all possible. Out of respect for the Wedding Coordinator and because another rehearsal or church event may be scheduled to follow yours, please make sure that your entire wedding party arrives on time. Your rehearsal time is limited to one hour.

The Wedding Coordinator is Donna Perroni.
Her number is (805) 402-4960. justuandi@verizon.net
The fee of \$150 is due at rehearsal.
The Wedding Coordinator will contact you after your first conference with the priest to schedule the day and time for your rehearsal.



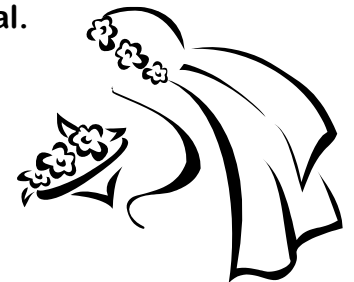
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OTHER INFORMATION



Church Furniture should be treated with care. No staples, wire or tape may be attached to the pews or other surfaces in the Church. If you wish to hang bows or flowers on the ends of the pews, we ask you to use elastic bands or strings. Ribbons or garlands may not be draped from pew to pew.

Bridal Waiting Room is available at the church, though we encourage the bride and her attendants to dress prior to arrival. Boxes and belongings must be removed immediately after the ceremony. We are not responsible for lost or misplaced articles.

Guest books and Wedding Gifts should be at the reception.

Aisle Runners are not allowed due to insurance liability risk.

Rice, birdseed, confetti, rose petals, soap bubbles, etc. may not be thrown in or around the church grounds. We ask you to inform your guests. Nor should the flower girl throw petals. These create a safety hazard.

Donation to the Church is customary on such important occasions. We ask the donation of \$350 (parishioners) or \$750 (non-parishioners).



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WEDDING MUSIC POLICIES AT ST. JULIE BILLIART CHURCH

LITURGICAL ISSUES

Music is a very important part of the wedding ceremony that enriches the experience for you, your family, and guests. However, it is important to remember that your wedding is a religious ceremony. Therefore, **no popular music may be used once the ceremony has begun.** Listed below are places within the ceremony where sacred music may be used, along with the most frequently requested processionals, recessionals and hymns used at weddings. Although recommended, these are not the only compositions that may be used. Please feel free to discuss other selections that may be appropriate with the Director of Music.

1. **Prelude** (seating of guests)
Instrumental Music (may use popular music) .

2. **Processional** (parents, sponsors, bridal party and bride)

Canon in D – <i>Pachelbel</i>	Jesu, Joy of Man's Desiring – <i>Bach</i>
Bridal Chorus – <i>Wagner</i>	Trumpet Voluntary – <i>Clarke</i>
Trumpet Tune and Ait - <i>Purcel</i>	Psalm 19 – <i>Marcello</i>
Air II - <i>Handel</i>	

3. **Responsorial Psalm**
 - Ps. 34 Taste and See
 - Ps. 34 The Cry of The Poor
 - Ps. 103 The Lord is Kind and Merciful
 - Ps. 121 Our Help Comes From the Lord
 - Ps. 145 I Will Praise Your Name

4. **Gospel Acclamation**

Celtic Alleluia	Halle, Halle, Halle
Mass of Remembrance	Mass of Creation



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Mass of Remembrance	Mass of Creation

5. Lighting of the Unity Candle (very short amount of time)
Instrumental is recommended
The Unity Candle Song One Hand, One Heart

6. Preparation of the Gifts
I Have Loved You Here, I Am Lord
Behold the Lamb Panis Angelicus

7. Holy, Memorial Acclamation, Amen, and Lamb of God
Mass of Renewal Mass of incarnate Word
Mass of St. Ann

8. Communion
One Bread, One Body Bread of Life
Panis Angelicus In the Breaking of the Bread
I Myself Am the Bread of Life

9. Meditation/Offering to the Blessed Virgin
Ave Maria – *Schubert* Ave Maria – *Bach/Gounod*
Hail Mary, Gentle Woman

10. Recessional
Wedding March – *Mendelssohn* Rondeau – *Mauret*
Allegro Maestoso – *Handel* Rigaudon -- *Campra*

Please be advised of the following liturgical points:

1. The **Gloria** is **not** a part of the wedding liturgy.
2. The **Profession of Faith (Creed)** is **not** a part of the wedding liturgy.
3. The **Our Father** is **not** sung as a solo by a singer or choir, but **may** be sung, if known, by the entire assembly.

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It is a primary responsibility of the Director of Music to coordinate the music and musicians for wedding liturgies. The Director of Music will be happy to assist you in contacting the musician(s) of your choice from our list provided on the following pages. Musicians are **not** expected to attend the wedding rehearsal. Should you wish to have him/her there and they are available, there is an additional fee.

**All music must be discussed and approved by the Director of Music, Leanna Brand (805) 795-7189
Email: leannabrand@me.com.**

If you wish to hire a musician who does not regularly work at Incarnation Church, there must be approval of the Director of Music. This is primarily due to liturgical guidelines and policies that may be unknown to outside musicians. Please note that there is a **Bench Fee** required when using an outside musician. Bench fee covers costs to turn on sound system and set up microphones.

Recorded music is not allowed in this Church.

The schedule of fees are as follows:

Marriage:	\$ 350
Non-Parishioner Marriage:	\$ 750
Wedding Coordinator	\$ 150
Cantor/Soloist:	\$ 175
Organist/Pianist:	\$ 175
Other Instruments:	Upon Request
Wedding Rehearsal	
Attendance fee (if desired):	\$ 150
Bench Fee/Music Fee:	\$ 100

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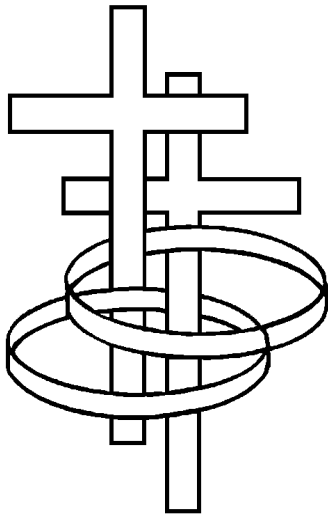
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