

PLANNING FOR YOUR WEDDING DAY



CHRIST THE KING CHURCH
200 WINDSOR AVENUE
HADDONFIELD, NJ 08033
www.ctkhaddonfield.org

Dear Couple,

The time has now come to talk about many things as you prepare to exchange your vows with a Catholic Ceremony. Whether you plan to be surrounded by a few friends and family members, or as many guests as the fire marshal allows, there are many decisions to be made. The details of preparing for the wedding day can be so numerous that they threaten to over-shadow the importance of this nuptial occasion.

During the next few months of preparation for your wedding day and your married life together, it is important to examine who you are as an individual, who you are as a couple and what it is you hope to be as husband and wife.

Our hope is that this booklet will help you as you make preparations for your lifetime together, and that it will aid you in celebrating your wedding day with care and confidence.

We look forward to working with you.

With Sincere Regards,
The Clergy of Christ the King Parish

Setting the Date

Wedding dates are usually selected more than one year in advance. We get numerous requests for weddings and we try to honor all requests to the best of our ability. When you are ready to pick your wedding date, please contact the parish office. Initial information will be obtained and you will receive a follow-up email from the parish. This email will ask you for some further information and inform you of the process of finalizing your wedding date.

In order to finalize the date, the Wedding Donation can be forwarded to the parish. Also, if you are benefitting from the services of a priest/deacon relative or family friend to witness the wedding, a letter must be received concerning his availability to conduct the rehearsal, witness the wedding and prepare the needed documentation. In addition, if Christ the King is not your parish; a letter from the pastor of your home parish must be presented.

The donation to the church for the wedding of a registered parishioner is \$300 [\$50 non-refundable]. The offering to the church for the wedding of a non-registered couple is \$500 [\$100 non-refundable]. Those from outside of our parish who are being married at Christ the King are asked to provide their own priest/deacon. If you would like one of the local parish priests to witness your wedding, please discuss that matter with the church secretary. If, for any reason, the plans for the wedding change, please notify us immediately and the refundable portion of your wedding fee will be quickly returned to you. If there are any financial concerns, please discuss them with the priest/deacon witnessing your wedding.

Place of the Wedding

The wedding ceremony is to take place in the parish church of either the bride or the groom. However, for a serious reason, permission for the wedding to take place elsewhere can be sought from the Diocesan Bishop.

Time of the Wedding

To allow for more than one wedding to take place on the same day, the following times for scheduling your wedding are:

Friday – Late afternoon/ early evening

Saturday - 11am / Noon

2:00pm/2:30pm

Sunday – Normally, Sunday weddings are not scheduled; however, if you have a special circumstance, please let us know.

It is so helpful to the church and to other wedding couples for you to remind your wedding party to be on time.

Nuptial Mass or Ceremony

There are two forms of the Marriage Rite:

- 1) Within the Mass [including Communion]
- 2) Outside of Mass [excluding Communion]

This choice varies based upon individual circumstances. This decision should be made by the couple in consultation with the priest/deacon.

Checklist

To assist you in your plans, please consult the following checklist. Note that the Baptismal Certificate for Catholics must be issued within the past six months. Also, couples should be sure to obtain their marriage license in plenty of time to insure that all civil and church regulations are followed. The license must be issued in the State of New Jersey. For license information, please consult http://www.state.nj.us/health/vital/marriage_apply.shtml. The license must be presented to the priest/deacon at the time of the wedding rehearsal. After the wedding, you will receive a copy of the license and the remaining portions will be returned to the state.

Steps in the Marriage Preparation Process

12 MONTHS PRIOR TO YOUR WEDDING

___ Contact the parish secretary to record your information and receive details on the marriage preparation process

11-12 MONTHS PRIOR TO YOUR WEDDING

___ Schedule a mandatory Marriage Preparation Introductory meeting with the priest/deacon who will be performing the ceremony

___ Tentatively schedule your wedding date

___ \$300 in parish [\$500 out of parish] security deposit due to reserve your date.

10-11 MONTHS PRIOR TO YOUR WEDDING

___ Call parish secretary to confirm reservation of the date and time for your wedding

___ Priest/deacon will schedule the taking and review of the FOCCUS test

6-9 MONTHS PRIOR TO YOUR WEDDING

___ Attend one of the Pre-Cana marriage preparation programs

___ Schedule a meeting with priest/deacon to discuss plans for your liturgy

___ Schedule a meeting with Linda Mickus to discuss plans for your music

3 MONTHS PRIOR TO YOUR WEDDING

___ Schedule a meeting with priest/deacon to discuss marriage commitment and complete paperwork

___ Turn in your copies of your baptismal records to parish secretary in the parish office

1 MONTH PRIOR TO YOUR WEDDING

___ Prepare your wedding program if you choose to have one

WEDDING REHEARSAL

___ Turn in your marriage license for processing

___ Presider, musician, server fees [total will vary] are due.

Marriage Preparation

To insure that each couple being married in the Catholic Church receives adequate preparation for their life together, the Church requires the following:

- 1. Several Meetings** with the priest/deacon who will witness the marriage in order to fill out necessary papers and to share feelings, attitudes, expectations about yourselves and your marriage.
- 2. F.O.C.C.U.S.**- an inventory designed to provide each couple with a personalized profile highlighting topics for future conversation: Life style expectations, friends and interests, religion and values, financial and parenting concerns. After the inventory is taken, you will have an opportunity to review it with the priest/deacon.
- 3. Pre-Cana** [the marriage preparation program for the Catholic Community]. There are several options for completing this requirement. Please try to complete this program as early as possible in your engagement since the options fill up quickly.

A. Couple to Couple Preparation

A research-based experiential curriculum facilitated by a personal coach or mentor couple.

- a. Preparing to Live in Love integrates latest research from the sciences with rich Catholic teaching and offers practical skills and strategies to live in love for a life time. This program is skills oriented. It has three components that make it incredibly effective and uniquely helpful: program content, authentic witness and experiential delivery.
- b. A specially trained mentor couple is matched with an engaged couple who work out a schedule to meet in the relaxed setting of the mentor couples home at times and dates convenient for both.
- c. The topics are practical and relevant; giving couples a sense of control over their own destiny and the confidence that they have the tools to live the life they desire.

The coursework includes.

1. A Mission to Love: Marriage as a proactive mission.
2. Smart Loving: Discovering how the other wants to be loved and insights from family of origin
3. Communicating for Intimacy: Strategies to avoid miscommunication and skills for building intimacy through verbal communication
4. Sex as Sacred Body Language: Love making as the ultimate body language.

5. Sacrament of Matrimony: Your relationship as a sign of Christ's love for the Church.

6. Forgiveness and Healing: Principles, processes and practices for growing closer when inevitable hurts occur. Strategies for dealing with outside stresses..

7. Becoming a Couple: Developing couple values, making couple decisions and living intentionally.

The course consist of seven two hour sessions, ideally offered once a week, however can also be offered in an accelerated 4 session format.

Couple to couple mentoring is universally accepted as the best possible approach to preparing couples to marry. For more information or to view sample course materials or to register for this course, go to www.livinginlove.org Once you have registered, you will be assigned a mentor couple and they will contact you to set up your first meeting. The cost of this program is \$100.

B. Pre-Cana Conferences

Most Dioceses surrounding the Diocese of Camden have Pre-Cana Conferences. The couple can check the various websites- [Cost – Average \$150.00]

Trenton -

<http://portal.dioceseoftrenton.org/page.aspx?pid=379>

Philadelphia

<http://phillycatholiclife.org/marriage-and-family/preparing-for-marriage/>

Metuchen

<http://diometuchen.org/offices-and-ministries/pastoral-life/family-life/>

Wilmington – <http://www.cdown.org/familylife.html>

C. On Line Pre-Cana Program

This program is for couples separated by geographical or religious distances or other difficulties determined by the priest/deacon.

It is approved by the United States Catholic Conference of Bishops.

1. Each couple is assigned an instructor couple who will work one-on-one with them, reviewing and personally answering each of their worksheets.
2. The work is done in two parts: the couple answers the questions, and then reads the answer key. There is a progression of learning in the course. Each worksheet is built upon the previous one and reading the instructor's feedback together is as important as filling out the worksheet itself.
3. Instructors review worksheets within 24 hours to a maximum of three business days. They will give priority to couples whose wedding date is closest.
4. The course can be completed in a minimum of two weeks, and the maximum is three months. Most couples complete the course in an average of six weeks.
5. A certificate of completion will be uploaded at the end of the course on the couple's profile as a pdf file.

1-866-425-7193 -[Cost - \$165.00]

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

D. Engaged Encounter

These opportunities of a weekend retreat can be found on most Arch/Diocesan websites. *See option B for website addresses.* [Cost: varies by area]

After couple has completed one of the above options, then they should contact the priest/deacon and complete the remaining paper work and plan their liturgy and meet with the appropriate music facilitators.

Rehearsal

Rehearsals are scheduled between the priest/deacon. Please remember to bring the marriage license to the rehearsal.

Clergy

Any properly authorized priest/deacon is welcome to conduct the pre-marriage sessions and to witness the ceremony. If you have a relative or family friend, please make this information known when you schedule your wedding.

Music

Since your wedding is a Sacramental encounter with Christ, those gathered for the liturgy should be invited to active participation, that is, to listen, respond, pray, and sing as well as witness your vows.

To arrange a meeting for the selections of music for your wedding, please contact our music minister, Linda Mickus, at 856-429-1600, ext. 109, no later than 6 months prior to your wedding. If you wish to add other musicians/instrumentalists to your wedding plans, Mrs. Mickus would be happy to assist you. If you wish to use musicians other than those who are part of the church ministry [e.g. string quartets, etc.], please discuss this matter with the parish office.

Photographs

Photographs are permitted to be taken during the ceremony. Please ask your photographers not to obstruct the wedding liturgy. After the Mass or Ceremony, if time permits, you may take pictures in the sanctuary area at the altar. Please be conscious of time – i.e. not delaying the next event scheduled for the church. All photography must be completed by 4:00 PM. If any furniture in the sanctuary is moved, please remember to put it back in its proper place before leaving.



Family and friends who are unable to attend the wedding can view your wedding on the internet. Our services are broadcast via our webcam at ctkhaddonfield.org.

Church Decorations

Flowers – Use the florist of your choice

Runner – For safety reasons, we request that you do not use a runner – they are slippery and can easily cause people to fall. Again for reasons of safety, rice, confetti or birdseed are not permitted to be thrown.

Bows – may be fastened by elastic or ribbon to the pews. Thumb-tacks or tape may not be used.

Fees

As mentioned above, the Church fee for registered and active parishioners is \$300; for non-registered, non-active parishioners, the fee is \$500. This fee is collected to help offset the expenses of the church [preparation, maintenance, and utilities]. This fee goes directly to the church operating fund and not to the priest/deacon witnessing your wedding. Therefore, a personal offering to the priest/deacon would be most appropriate and gratefully accepted. All fees for church music should be discussed with the musician and paid in advance.

Wedding Rehearsal

Remember to bring the following on the rehearsal night:

1. Liturgy Form
2. Marriage License
3. Presider, musician, server fees

For both the rehearsal and the wedding day itself, please be conscious of being on time. Due to the multiple uses of the church, promptness is sincerely appreciated.

The Wedding Ceremony

When you meet with the priest/deacon witnessing your marriage, he will give you a pamphlet entitled: Together for Life. In this pamphlet you will find all the selections that you need to plan a beautiful and inspiring wedding ceremony. Please review all of your choices with the minister of your wedding.

CHECK LIST

The following list should prove helpful as you prepare for your wedding day. Be sure to check to see that each item is taken care of to allow enough time for sufficient preparations.

Church Arrangements

Date /_____/_____/_____ Time_____

Liturgy Mass_____ Ceremony_____

Required Documents

_____ Baptismal Certificate/ Affidavit (Groom)

_____ Baptismal Certificate/ Affidavit (Bride)

_____ Marriage License

_____ Other required Documents

The priest/deacon will inform you of any additional documentation that will be required. Keep a record here.

_____ FOCCUS taken

_____ FOCCUS reviewed

_____ Pre-Cana Sessions

_____ Pre-Cana certificate obtained

_____ Rehearsal Date ___/___/___ Time

_____ Music (Musicians/singer selected)

_____ Photographer_____ Flowers_____ Fees &

Offerings

_____ Clergy Meetings Scheduled

_____/_____/_____ _____/_____/_____ _____/_____/_____

DIRECTIONS TO CHRIST THE KING

From Ben Franklin Bridge

- At Bridge exit, stay in left lane, follow signs to Rt. 70E Cherry Hill.
- Stay to left over ramp. At bottom of ramp, stay to right, proceed on to Rt. 70E.
- At 6th traffic light, turn right on to GROVE STREET.
- Travel approx. **1 mile** to 4th street past second traffic light.
- Turn RIGHT on to WINDSOR AVENUE. **0.2 mile** to Church parking area.

From Parkway and points EAST

- Route 70W to Cherry Hill and Philadelphia.
- Turn RIGHT at sign marked "Fulton St., Grove St., Haddonfield Rd."
- then turn LEFT, go **0.2 mile**. to traffic light at Haddonfield Rd.
- Turn LEFT at light.
- Go straight to next light.
- Cross over Rt. 70.
- Haddonfield Rd. becomes GROVE STREET.
Travel approx. **1 mile** to 4th street past second traffic light.
- Turn RIGHT on to WINDSOR AVENUE. **0.2 mile** to Church parking area.

From points South and Atlantic City Expressway and Walt Whitman Bridge

- Take 295N to exit 29B (Rt. 30W).
- At bottom of ramp, stay to right.
- Turn at light on to " TEMP 41".
- Follow to Kings Highway (approx. **1.2 mile**).
- Turn RIGHT at light on to KINGS HIGHWAY.
- Turn LEFT at 3rd traffic light HADDON AVENUE (approx. **0.5 mile**.)
- Travel **0.3 mile** to next traffic light (TD Bank and Wells Fargo Bank).
- 2nd street on right past light is WINDSOR AVENUE. Turn RIGHT. Church parking area is at first stop sign.

From points North

- At New Jersey Turnpike Exit 4, keep RIGHT onto Ramp (RT-73 / Philadelphia / Camden) – **0.7 mile**
- Take Ramp (RIGHT) onto SR-73 (RT-73 / Camden / Philadelphia) – **1.1 mile**
- Take Ramp (RIGHT) onto I-295 (I-295).
- Take 295S to Exit 30 (Warwick Road, Haddonfield).
- Turn LEFT at stop sign to Haddonfield.
- Proceed **1.5 mile**. to KINGS HIGHWAY. Turn RIGHT.
- At 2nd traffic light (**0.4 mile**) turn LEFT.
- Travel **0.3 mile** to next traffic light (TD Bank and Wells Fargo Bank).
- 2nd street on right past light is WINDSOR AVENUE. Turn RIGHT. Church parking area is at first stop sign.