

*Our Lady of Mount Carmel Parish*

# *Wedding Information Sheet*

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## *DOCUMENTS*

Certificates of Baptism, First Communion, and Confirmation are required for all Catholics. The Certificate of Baptism must have been issued within the past six (6) months from the church in which you were baptized. Certificates are *not required* for Sacraments received at Our Lady of Mount Carmel Church or Saint Joan of Arc Church. Baptized non-Catholics should provide a certificate of Baptism whenever possible, but the date restriction mentioned above does not apply.

## *MUSIC*

As the celebration of Marriage is a sacred event, the music selected should always reflect that sacred character. Pop songs, show tunes, and sentimental favorites are generally not fitting at a religious ceremony but, instead, would be more in keeping with the tone and spirit of the reception.

Mr. Raymond Murphy is the Director of Music at Our Lady of Mount Carmel Parish, and all wedding music selections are to be coordinated with him. The best way to meet with Ray is to visit him in the choir loft after Mass on Saturday following the 5:00 PM Vigil Mass or on Sunday following the 10:00 AM or 11:30 AM Mass. He may also be contacted at his email address: [rpnjr17@yahoo.com](mailto:rpnjr17@yahoo.com). In addition to helping with music selection, he can assist you by making arrangements for singers and other instrumentalists, if desired.

While it is acceptable to provide your own organist, any visiting organist must receive permission from the pastor ahead of time. Additionally, the Organist Offering, often called a “bench fee,” will be the same even if a visiting organist is used. This helps to respect the position and professionalism of our resident organist while also working to uphold and ensure the musical standards of our church.

## *OFFERING*

A monetary offering is required to have a wedding at Our Lady of Mount Carmel Parish. This offering is split into the following two payments:

Church Offering:	\$300.00	-	Payable to <i>Our Lady of Mount Carmel Parish</i>
Organist Offering:	\$150.00	-	Payable to <i>Raymond Murphy</i>

These offerings should be made prior to the wedding rehearsal. Any fees for additional musicians will be coordinated by the Director of Music and should be made out to that particular musician, *not* to the church.

## *MARRIAGE LICENSE*

All couples who are being married at Our Lady of Mount Carmel Parish will need to obtain an official marriage license from the Town Clerk of the Town of Hamden. The Office of the Town Clerk can be found in the Hamden Government

Center at 2750 Dixwell Avenue. A fee of \$30.00 needs to be paid at the time of application. The license is valid for sixty-five (65) days from the date on which it was issued.

### ***PHOTOGRAPHERS & VIDEOGRAPHERS***

While we understand the desire to capture this special occasion on film, please remember that the church is a sacred space and not a studio. Photographers and videographers are not permitted to enter the sanctuary (the area surrounded in part by the stone railing) during the ceremony, and we ask that these professionals make every effort to not be a distraction. Any photographers or videographers who have further questions should consult with the priest before the ceremony. Please note that if the wedding is late in beginning there may not be adequate time to take pictures in the church following the ceremony. To allow for the upcoming Vigil Mass, no pictures may be taken after 4:30 PM on Saturdays.

### ***FLORAL DECORATIONS & AISLE RUNNERS***

All decorations are to be handled by the couple. If you desire to have flowers dropped off or delivered early, please contact Mary Sacco in the Parish Office (203-248-0141 or [olmtcarmelchurch@sbcglobal.net](mailto:olmtcarmelchurch@sbcglobal.net)) to have this scheduled. Following the ceremony, you may either leave flower arrangements in the church or take them with you. We request that no flower petals be dropped on the carpet during the procession.

If an aisle runner is desired, please note that the aisle is one hundred and twenty-five (125) feet long.

### ***THROWING RICE, CONFETTI, & BIRD SEED***

The throwing of any and all small objects is not permitted at the ceremony or on church grounds, as these objects can create an unexpected and unstable walking path for the wedding party and guests. These types of unacceptable objects include but are not limited to rice, confetti, ribbons, streamers, candy, sprinkles, bird seed, flower petals, and popcorn.

### ***LIMOUSINES***

If you will be travelling to and from the church in a limousine, you are asked to inform the driver that he or she may not remain parked on the sidewalk in front of the church, as doing so can create a dangerous situation with the traffic on Whitney Avenue. While you may be dropped off in front of the church, once you and your wedding party have exited the limousine the driver is asked to park in the side parking lot or in the side driveways throughout the course of the ceremony. When the wedding is completed and your wedding party is ready to depart, the driver may then return to the front of the church and pick you up there.

### ***WEDDING REHEARSAL***

When your rehearsal is scheduled, please make every effort to inform your wedding party of this time and date. Please inform them as well of the importance of being *on time*. Another rehearsal or a separate event may be scheduled after your rehearsal, and tardiness on the part of any who are involved would delay everyone. Proper, respectful dress is also requested during the rehearsal.

### ***FURTHER QUESTIONS***

If you have any further questions or needs, please contact Mary Sacco, our Parish Secretary, in the Our Lady of Mount Carmel Parish Office (203-248-0141 or [olmtcarmelchurch@sbcglobal.net](mailto:olmtcarmelchurch@sbcglobal.net)). She will be happy to offer her assistance in whatever way she can.