

CATHEDRAL OF ST. MARY AND ST. ANNE PLANNING YOUR WEDDING



INFORMATION AND GUIDELINES

Cathedral of St. Mary and St. Anne

The Celebration of Marriage: Information & Requirements

Congratulations to you both on your decision to get married, and on your commitment to entering into the lifelong sacrament of Christian Marriage.

Church marriage is a serious and solemn undertaking, and carries with it its own set of requirements which are distinct from the civil requirements. These are outlined below, and you should allow yourselves plenty of time for their fulfilment; it can sometimes take a considerable amount of time to obtain all the necessary paperwork.

General Considerations

To request that your wedding take place in the Cathedral of St. Mary and St. Anne, please fill out the form *Request for the Celebration of Marriage* and return it to the Cathedral Parish Office, having read in full the requirements and guidelines below. Couples may marry within a celebration of mass, or they may have a wedding service without mass. The celebration of mass which includes the wedding ceremony is traditional in Ireland, but a wedding service without mass can often be more appropriate if one party is not Roman Catholic, or for other sincere spiritual reasons. Please discuss this with your priest if you need help in making the right choice.

Please note that the Cathedral is not in any sense commercially rented or leased to you, nor is the Cathedral under any contractual obligation; rather, you and your family and friends are guests within the sacred space of the Cathedral of St. Mary and St. Anne.

When?

Because Sundays and Holy Days are the days when the faith community gathers for worship, weddings are not celebrated in the Diocese of Cork and Ross on those days. A few other days (Christmas Day, Ash Wednesday, Holy Thursday, Good Friday, Easter Saturday) are logically excluded, but you can choose from the other 300+ days of the year!

Church Requirements

Documentation

Each of you must furnish the following documents **at least 6 weeks** before the wedding:

- A Certificate of Baptism obtained from the church in which you were baptised. This must be obtained no sooner than six months before the date of the wedding.
- A Certificate of Confirmation obtained from the church in which you were confirmed. This must be obtained no sooner than six months before the date of the wedding.
- A declaration that you are free to marry, in one of the following forms:
 - A letter of freedom to marry from each parish in which you have lived for more than six months after the age of 16.
 - A sworn affidavit confirming that you are free to marry.
- A pre-nuptial enquiry form, obtained from and completed with the priest of the parish in which you live.
- A certificate of attendance at a pre-marriage course. Please note that courses run by commercial agencies are not recognised in the Diocese of Cork and Ross; only the following course providers are acceptable.
ACCORD website: www.accord.ie
NAOMI telephone: 021 4272213
- Dispensations may be needed (for example, in the case where one of you is not Roman Catholic); The priest in your parish will see to these.
- In the event of a previous union, either annulment documents or a death certificate for the previous spouse.

Meeting

We ask that the couple meet with one of the priests of the Cathedral; this is a prerequisite to confirming a date for your wedding. This meeting can be arranged through the Cathedral Office: tel: 021 4304325 or the priest on duty tel: 087-2381187.

What should we pay for the use of the Church?

In general, most churches do not require a fee for marriage ceremonies. However, a donation that is given to offset the costs of keeping and running the Cathedral is always appreciated. As well as preparing the church by cleaning it, the church running costs include light, heat, decoration and insurance for you and your guests.

What should we pay the priest?

Priests do not charge hourly rates or fees. They rely on the voluntary offerings of the faithful. These offerings are made at set times throughout the year (parish dues) and at times when particular services are rendered (baptism, marriage, blessings, funerals etc).

It is helpful to note that you will receive the following services/supports from the priest(s) involved in your wedding plans:

- Time spent at initial meeting to arrange dates/venue
- Time spent preparing and planning the ceremony (and booklet) with you.
- Time spent conducting the rehearsal.
- Time spent ensuring that all necessary paperwork is in order.
- Time preparing the church and officiating at the ceremony on the day.

Having considered these factors, the decision is left to the discretion of the couple.

What should we pay the sacristan?

The Sacristan is involved in preparation of the Church for the wedding ceremony. In recognition on this work and time it is also at the couples discretion what offering to give to the Sacristan.

These offerings are always appreciated.

Civil Requirements

Please note the following requirements under law:

- You must attend, by appointment, at the office of the Registrar and give at least three months' notice of your intention to marry. The local Registrar of Marriages is at Adelaide Court, Adelaide St, Cork, (021) 427 5126 email: crs@hse.ie.
- The officiating priest or deacon must be on the Registrar's list of solemnisers, which is on the General Register Office website at www.groireland.ie in the "Getting Married" section.

Practical Considerations

The Registrar will issue you with a Marriage Registration Form. Full details on getting married under civil law are available on the General Register Office website as above.

To avoid difficulty and unnecessary stress on the day of your wedding, please read the following points carefully: you will be asked on the marriage request form to declare that you have read and agree to abide by them. If you have engaged a wedding planner, they must discuss arrangements with the Cathedral Parish Office in good time.

Rehearsal	A rehearsal for the ceremony is recommended, as it allows you to get familiar with the ceremony in advance. Wedding rehearsals in the Cathedral take place by arrangement at 4pm.
Punctuality	The ceremony should begin on time! While it might be fashionable for a bride to be a little late, an excessive delay (fifteen minutes or more) causes severe disruption to the Cathedral and to other activities taking place there.
Time:	Weddings are to take place no later than 1.30pm.
Readings	Readings are taken from sacred scripture; your priest will help you choose. Readings play an important role in the liturgy, and so must not be replaced with secular reflections or poetry.
Music	In accordance with the dignity of both the Cathedral and your wedding ceremony, only sacred music, hymns and psalms are appropriate, as well as suitably dignified classical music. Secular songs are not permitted in the liturgy if the main organ is required Joe Higgins, the Cathedral's organist must be consulted or involved Tel: 021-4546696.
Photos & videos	You are welcome to take a photographic and/or video record of this very special day in your life together. Please ensure that your photographer respects the sacred setting of the sanctuary, and that he/she does not delay the ceremony, or distract your guests from their prayers. Access to the organ gallery is not permitted.

Live Streaming Please note that live streaming is in operation in the Cathedral. We can also record your special day or live stream for those who cannot attend. If you wish to avail of this service please tick in the appropriate box.

YES NO

Flowers You are welcome to provide floral arrangements for the Sanctuary area. We appreciate it when some of these flowers are left after the ceremony, as a token of the beautiful space in which you have got married. The Cathedral florist reserves the right to refuse displays which may be inappropriate; please have your florist check with the Cathedral in advance. While you are free to choose a florist of your choice, the church has a florist (Frances Feehily tel: 085-8513471) who is also available to you. She has created many displays for Easter, Christmas and other special occasions at the Cathedral and will advise you or help you if necessary.

Parking Limited parking is available within the grounds of the Cathedral.

Candles For safety and insurance reasons, lighted candles are strictly forbidden in the body of the church.

Confetti & Petals The use of confetti and petals is strictly forbidden, both inside and outside the Cathedral.

Furniture The Cathedral furniture, both in the sanctuary and in the body of the church, may not be moved.

Data Protection

The information which you provide to us is retained indefinitely and securely in the Cathedral Office as a record of your marriage.

Certain particulars are given to (i) the parishes in which you were baptised and (ii) the General Register Office, in the normal course of registration of your marriage by both Church and state.

Congratulations once again to you both on your forthcoming wedding – may we wish you every happiness in the years ahead as you plan life together.

Cathedral of St. Mary and St. Anne, Cork

Request for the celebration of marriage

Proposed Day/Date: _____

GROOM

Name _____

Occupation: _____

Religion: _____

Address _____

Are you civilly married? Yes No (please circle)

BEST MAN

Name _____

Phone: _____

Address _____

Email: _____

BRIDE

Name _____

Address _____

Phone: _____

Email: _____

Occupation: _____

Religion: _____

Are you civilly married? Yes No (please circle)

BRIDESMAID

Name _____

Address _____

Future address: _____

If different from the addresses above

Officiating priest _____

Please refer to the civil requirements regarding the officiating priest

DECLARATION OF FREEDOM TO MARRY

Only marriages according to the rites of the Catholic Church are permitted in the Cathedral of St. Mary and St. Anne. Confirmation of your booking, therefore, is dependent upon your freedom to marry as a couple within the Church

GROOM

I declare that I am free to marry within the Catholic Church

Name _____

Block Capitals

Signature _____

Date _____

BRIDE

I declare that I am free to marry within the Catholic Church

Name _____

Block Capitals

Signature _____

Date _____

FURTHER DECLARATION

We have read and agree to abide by the Cathedral requirements regarding punctuality, music, photography and video, confetti and petals, flowers and candles.

We understand that the date and time of our wedding ceremony is not confirmed until we have met a priest of the Cathedral when this form is signed by all parties and returned to the Cathedral Parish Office.

We consent to the information provided above being retained indefinitely in the Cathedral Office as part of the record of our marriage, and we understand that it will be disclosed to (i) the General Registrar Office, and (ii) the parishes within which we were baptised, in the normal course of registration of our marriage by both Church and state.

Name _____
Block Capitals

Name _____
Block Capitals

Signature _____

Signature _____

Date _____

Date _____

Wedding Flowers:

1. No more than three discreet arrangements in the altar area.
2. Nothing allowed on the altar itself.
3. Nothing allowed on the Baptistry at the start of the aisle.
4. If swags are placed at the edge of the seats, no drawing pins, Sellotape, blu-tack to be used.
5. For health and safety reasons, arches, carpets, rugs, unprotected lighted candles are forbidden in the Church.
6. The florist should contact the Cathedral Florist the day before the ceremony to arrange a suitable time to deliver and set up flowers. Tel: 021 4304325.
7. All flowers, candles etc are to be removed from the church immediately after the ceremony.
8. The church will not take responsibility for any loss or damage caused to any arrangements, candles, etc.