



Bride and Groom Active or Domicile Parishioners Wedding Guidelines

Preparing at Saint Mary Cathedral – to marry at Saint Mary Cathedral

Reviewed and signed by both bride and groom

- **Wedding Guidelines** – before date can be set
- **Photographer/Videographer Guidelines** – when photographer/videographer is hired
- **Rehearsal/Wedding Day Guidelines** – after marriage retreat
- **Marriage preparation packet** - scheduled to be complete two-months before wedding date

User Fee: \$2,500

Inform Coordinator if couple will provide their own officiant (Roman Catholic priest or deacon).

- Cathedral Staff Support
 - Sacrament Coordinator; process paperwork, facilitate scheduling, monitor, music, floral and ensure compliance with diocesan processing/requirements
 - Music Director; coordinate music selections for all aspects of the wedding day
 - Cantor; under the direction of the Music Director
 - Wedding Monitor; direct rehearsal/wedding ceremony details in conjunction with clergy
 - Floral arrangements for wedding ceremony – to remain in church
 - We ask the flowers are left on the altar as a donation to the Cathedral to share with the community for Sunday Masses
 - Facilities: Utilities, custodial personnel for set-up and clean-up of bride's room and Cathedral before/after ceremony
- Decorations
 - Saint Mary Cathedral does not permit ANY additional decorations within the church building (includes the narthex/entry area).
- Pre and post wedding procession/entrance or recession/exit of church or on church/school grounds:
 - No rice, petals, bird seed, bubbles, unity candles, sand, etc. may be used
- Parking is provided for the bride/groom, bridal party and all guests in Capitol Towers parking garage, free of charge **only during these hours:** Monday-Friday after 5pm and Saturday all day
- Bride's Room; is available to gather and make final garment adjustments
 - up to 1 hour before ceremony – must be vacated per instruction of Wedding Monitor
- **Live streaming and DVD copy of your ceremony available. Fee: additional \$200**

Dress Code

Bare back, midriffs, short dresses/skirts, strapless, spaghetti straps, single straps or high slits (more than 4 inches above the knee), plunging necklines/back, side-less, and low or backless attire

ARE NOT APPROPRIATE attire for a sacred space.

These type of garments **REQUIRE a wrap, jacket or stole** to cover **shoulders, cleavage and exposed back and sides while in the Cathedral,**

Veils are not “wraps”

(BEFORE, DURING, AFTER THE CEREMONY AND PICTURES)



Wrap needed



Wrap needed

Bride's Initials: _____

HELPFUL INFORMATION

1. **Saint Mary Cathedral Catholic Church is a place of worship, a Sacred Space.**
 - **It is the responsibility of the bride and groom to ensure that the bridal party respect the atmosphere of reverence while inside the church.**
 - **Hollering, running, dancing, clapping, whistling, etc. are not acceptable behavior.**

Anyone exhibiting this, or similar, behavior will be asked to exit the Church.
2. All communication relative to planning (Documentation, Ceremony Rite, music, environment, etc.) is limited to ONLY the couple and the designated Cathedral Staff member.
3. Detailed Wedding Music Guidelines are available online at <http://smcaustin.org/guidelines-for-wedding-music>
4. Bridal party participants must be 5 years of age or older.
5. **Photographers and Videographers may not:**
 - use a flash during the Mass or during the procession;
 - take pictures during the Consecration of Our Lord;
 - cross in front of the altar (in front of the 1st pews) during the ceremony;
 - set up additional lighting within the church;
 - connect into or add sound equipment, microphones, etc.;
 - walk into the sanctuary during Mass

Photographers and Videographers may:

- video equipment in areas designated by the Wedding Monitor only

Photographers and Videographers will:

- abide by all instructions given by the Wedding Monitor or Parish Staff
- plan duration of photographs to exit the church within the time designated “for pictures.”

6. **REFUND POLICY – Written Notice is required,** stating the reason for request; a request for refund; be signed by both bride and groom-to-be; include who refund will be issued to; and address to mail refund check.

Cancellation Notice:

- Full refund - if Notice is received nine months prior to scheduled date, less \$500 administrative fee.
- Half refund - if Notice is received six months prior to the schedule date.
- No refund - if Notice is received less than six months prior to scheduled date.

7. **Contact information...**

- | | | |
|-------------------------|----------------------|--|
| • Sacrament Coordinator | Yvonne Saldaña | weddings@smcaustin.org |
| • Music Director | Jeffrey Jones Ragona | jjragona@smcaustin.org |

BRIDE AND GROOM ACKNOWLEDGEMENT

With your signature, the bride and groom, we confirm receipt of this document, acknowledge that we have read and understand both pages of this document.

Print: _____
Bride Date Groom Date

Signature: _____
Bride Groom