

1. Your Wedding Ceremony

You have chosen Church of the Holy Name for your wedding. The information in this booklet will assist you as you prepare for your wedding ceremony.

Two ceremonies are available :

- a. the wedding ceremony within the celebration of the Eucharist (often called a Nuptial Mass). Where both parties are Catholic they usually choose the Nuptial Mass.
- b. the wedding ceremony within a celebration of God's Word. This ceremony does not include Holy Communion and is most often chosen by couples of different Christian traditions or mixed faith.

Please discuss with the Priest officiating at your wedding which is the more appropriate ceremony for your situation. He will also assist you in selecting the Scripture Readings, Prayers and Vows for your wedding.

2. Marriage Preparation

All couples getting married at Church of The Holy Name are encouraged to participate in a Marriage Preparation Course. The enclosed leaflet gives details of those provided through our Catholic Family Services - Centacare - at 33 Wakefield Street, Adelaide.

3. The Celebrant of Your Wedding

Over 100 couples marry in St Patrick's Church, Church of The Holy Name and St Francis Xavier's Cathedral each year. It is normally the responsibility of the Parish Priest of the parish you reside in, to prepare and marry you. Please contact your local Parish Priest. If he is unable to marry you, please ask him to arrange for another priest for you. Where one of the couple lives within the actual City of Adelaide or regularly attends the Cathedral, one of the priests of the Adelaide Parish will be available.

4. Costs

As you would appreciate, the *running and maintenance of St Patrick's, Church of the Holy Name, the Cathedral and Parish* is very costly - over \$1000 a day. Money for this work is primarily borne by those who worship at the Cathedral. To give added and essential support it is necessary to make certain charges for the use of Church of The Holy Name for Weddings.

By Church tradition the Archbishop sets a uniform *stipend* (or offering) for all weddings in the Archdiocese which forms part of a central fund to support the priests.

The bond money is to ensure the Church and grounds are left in an appropriate condition and to ensure the requirements set out here are met.

Nothing at all is to be thrown inside or outside church grounds after the wedding ceremony ie no confetti, no flower petals, no rice, no sugar almonds or similar tokens.

The throwing of anything at all within the church grounds will result in the bond being forfeited. It is your responsibility to ensure your guests are informed of this condition .

The bond money will also be forfeited if the ceremony is more than **15 minutes late** starting or the wedding party has not left the grounds **90 minutes after** scheduled starting time.

If you as a couple are having difficulties in meeting these costs please speak to the Administrator or Assistant Administrator.

5. Times of Weddings

To ensure that each wedding can be celebrated with dignity and without undue haste the following times are available:

Noon
2.00 pm
4.00 pm

It is essential that your wedding start on time. This is because

- a. Saturday is always a busy day at Church of The Holy Name and
- b. people involved in your wedding - Priest, Organist, Singers, can themselves be on a tight schedule.

We recommend that the bride arrive 5-10 minutes before the start of your wedding ceremony, allowing unhurried time for photographs. Your co-operation in this matter is *most important.*

6. Music For Your Wedding

Music will greatly enhance your Christian marriage ceremony.

Musicians are not provided as part of your Church Booking Fee.

Couples may enlist/contract whatever musicians they desire, however the following conditions must be met:

- All music must be submitted to the Director of Cathedral Music for written approval at least one month prior to the wedding day.
- Non-Christian songs are not permitted.
- Songs using the word “Yahweh” are not permitted.

- Pre-recorded music (CDs, MP3s, etc.) is not permitted.
- The use of backing tracks is not permitted.
- All contractors entering Church property must carry current Public Liability Insurance of at least \$10million.
- All electrical equipment brought onto Church property by contractors must have current electrical safety tags.
- Only qualified, experienced organists may obtain access to the pipe organ. (Such approval may be gained through the Director of Cathedral Music.)
- Song lyrics printed in wedding booklets must be accompanied by the correct copyright citations.
(The Director of Cathedral Music can assist you with this).
- Please do not assume that music you have heard at other weddings will receive approval.

Should you require suggestions or advice, or if you need assistance in obtaining quality musicians – singers, an organist, a choir, string players, a trumpeter, etc. – please contact the **Director of Cathedral Music** on **1300-714-009** or **maestro@internode.on.net**

7. Copyright

The Laws of Australia concerning copyright place upon us all legal and moral obligations. *It is imperative that everyone who prepares booklets for liturgies in Church of the Holy Name, including for Weddings, observes these laws.*

Video Recordings If any music is played or hymns sung which are still under copyright then a license must be purchased for making a video which includes such music or hymns. *This license is to be organized by the makers of the video.* The organization to approach is Australian Mechanical Copyright Owners Society Association. Tel. 02 9954 3655 Fax 02 9954 3664. Playing of the video, even in a private home, constitutes a public performance.

8. Decoration of Church of The Holy Name

Flowers Floral arrangements can be delivered to Church of the Holy Name one hour before your wedding. The Sacristan will advise the florist where to place them. No arrangements are placed directly on the floor or on/in front of the altar itself.

Candelabra Candelabra fitted with oil or gas (i.e no wax) fired candles may **NOT BE INCLUDED** in the decoration of the Sanctuary in the area behind the altar.

Occupational Health and Safety regulations forbid the placing of candelabra or floral arrangements between the pews or along the aisle.

Pew Decorations Decorations on the centre aisle ends of the pews are permitted. They are to be attached by elastic or tying. No drawing pins, masking tape etc are to be used. There are 25 pews on each side of the centre aisle.

9. Photographs and Video

Knowing that every couple wishes to keep a photographic (and often video) record of their wedding, photographers and video camera persons *are* permitted in Church of The Holy Name. However, we would ask you to remind those responsible to respect the sanctity of your wedding ceremony and to be discreet at all times. Photographers and camera people are *not permitted* within the sanctuary (the stepped area around the altar) at any stage during the ceremony. They *may* enter when you are signing the marriage documents.

It is important that you also discuss this matter with the priest officiating at your wedding.

10. Rehearsal

Most couples find it helpful for the bridal party to have a short rehearsal. Within reason, we will make Church of the Holy Name available for rehearsals but please understand that we have a shortage of staff.

Arrangements for rehearsals are made through the *Parish Office Only*. It will be necessary for someone to be responsible for collecting the key to the Church from the Parish Office, locking the Church after the rehearsal and returning the key to the Parish Office. The Parish Secretary will make the appropriate arrangements with you. A \$20 fee is required when the key is picked up which is returned on the return of the key the following day.

11. Car Parking

Ample car parking is provided within the grounds on the Eastern side of the Church. Entry by a left or right hand turn from Payneham Road is permitted by law.

12. Toilets

Toilets are situated alongside the parish meeting room.

If you wish to clarify any matters contained in this booklet,
please contact the Parish Secretary, Mrs Mary-Anne Cornelius,
Tuesday and Friday 8.30 am - 5 pm
on 8210 8194

All correspondence to The Parish Secretary,
GPO Box 1364, Adelaide, South Australia, 5001