



ST. ALOYSIUS CHURCH

WEDDING PREPARATION CHECKLIST



ADDRESS: 935 Bennetts Mills Road
Jackson, NJ 08527

PHONE: 732-370-0500
EMAIL weddings@saintaloysiusonline.org

ACTION ITEM	NOTIFY OR RETURN TO	DUE BY	COMPLETED
CHURCH FEE: One time, \$500 Church Fee Due At Time of Reserving Wedding Date	Parish Office	Due upon reserving Wedding Date	
BAPTISMAL CERTIFICATES: ■ <i>Catholic Bride/Groom:</i> Obtain (from church of Baptism) a newly issued Baptismal Certificate with notations . ■ <i>Non-Catholic Bride/Groom:</i> Provide copy of original Baptismal Certificate	Priest/Deacon	Due upon reserving Wedding Date	
CONFIRMATION CERTIFICATE: Catholics provide copy of Confirmation Certificate, only if the record of your confirmation was not indicated on currently issued Baptismal Certificate.	Priest/Deacon	Due upon reserving Wedding Date	
ELECTRONIC PHOTO/PICTURE OF COUPLE Please submit electronic copies of a photo of the couple to the church to be included with your wedding preparation file maintained within the parish office paperwork.	St. Aloysius Music Ministry	As Soon As Possible after reserving a wedding date	
MEETING WITH YOUR CELEBRANT Schedule Marriage Preparation Meetings with the Celebrant. Celebrants are assigned by the Parish Office and couples are notified after schedule is finalized.	Priest/Deacon	Schedule 6 Months Prior to Wedding Date	
FOCCUS Program Complete Online FOCCUS Program. Materials will be emailed directly to you for completion prior to your meeting with your Celebrant. Review results of FOCCUS with Celebrant during scheduled meetings.	Priest/Deacon	Prior to Meeting With Your Celebrant	
PRE-CANA PROGRAM Attend program and provide Certificate of Pre-Cana Attendance	Priest/Deacon	Upon Completion of Program	
CONTACT INFORMATION AND WEDDING PARTY INFO Return Completed Wedding Information - Contact Sheet	St. Aloysius Music Ministry	Wedding Liturgy Meeting	
SELECT RESPONSORIAL PSALM Options/Selections presented at Planning Meeting	St. Aloysius Music Ministry	Wedding Liturgy Meeting	
SELECT GOSPEL ACCLAMATION Options/Selections presented at Planning Meeting	St. Aloysius Music Ministry	Wedding Liturgy Meeting	
SELECT SOLOIST TO SING AT WEDDING. (Mandatory for Nuptial Masses - Optional for Nuptial Ceremony)	St. Aloysius Music Ministry	Wedding Liturgy Meeting	

ACTION ITEM	NOTIFY OR RETURN TO	DUE BY	COMPLETED
<p>CHOOSE MUSIC FOR WEDDING (CEREMONY/MASS) You can send us selections as you make them - don't have to wait until everything is done.</p>	St. Aloysius Music Ministry	ASAP - no later than 30 days in advance	
<p>SELECT READINGS FOR WEDDING LITURGY ■ Select Old Testament Reading ■ Select New Testament Reading</p>	St. Aloysius Music Ministry	30 days prior	
<p>LECTORS: Choose two family members/friends to read Old & New Testament Readings at your wedding liturgy.</p>	St. Aloysius Music Ministry	30 days prior	
<p>PRAYER OF THE FAITHFUL - CUSTOMIZE Customize the Prayer of the Faithful Petitions/Prayers to be read during your wedding liturgy. A sample form of the prayer will be provided for you to complete and return to us.</p>	St. Aloysius Music Ministry	30 days prior	
<p>PRAYER OF FAITHFUL READER/LECTOR: Choose one friend/family member to read the Prayer of the Faithful at your wedding liturgy</p>	St. Aloysius Music Ministry	30 days prior	
<p>PRESENTATION OF GIFTS - <i>(Nuptial Mass Only)</i> Choose family members/friends to bring up the Gifts of Bread & Wine at Offertory/Presentation</p>	St. Aloysius Music Ministry	30 days prior	
<p>PAYMENT OF MUSICIANS A reminder email will be sent out to the couple approximately 6 weeks prior to wedding</p>	Naomi Capasso, Music Director	30 days prior	
<p>MARRIAGE LICENSE Apply for Civil Marriage License <i>(Municipal Offices in the town where the Bride resides.)</i></p>	Priest / Deacon	7 - 29 days in advance of wedding	
<p>PHOTOGRAPHER: Notify photographer of picture-taking rules at church. <i>Send him/her handout regarding photographers in wedding packet.</i></p>	Your Photographer/ Videographer	Prior to Wedding	
<p>RECEIVE THE SACRAMENT OF RECONCILIATION</p>	At St. Aloysius or any Catholic Church	Within the Month of your Wedding	
<p>MARRIAGE LICENSE Bring Marriage License obtained through Township to Church</p>	Priest / Deacon	Rehearsal Night	
<p>PREPARE DONATION ENVELOPE FOR ALTAR SERVERS Customary Donation = \$10/\$15/\$20 per altar server</p>	Priest / Deacon	Rehearsal Night	
<p>PARISH REGISTRATION If you plan on continuing as a St. Aloysius Parishioner, Sign Up/Register as Married Couple at the Parish Office. If not St. Aloysius, register in the Church closest to your new home as a married couple! Become a part of your local Catholic community to nourish your marriage and grow in faith.</p>	St. Aloysius Parish Office	After Wedding	