

WE ASK YOUR COOPERATION AND UNDERSTANDING IN THE FOLLOWING MATTERS:

In order to avoid tripping or falling, certain runners are not permitted in church. Also, rice, confetti, bird seed, balloons etc, are not permitted inside the church.

OFFERING for the church for a wedding is \$500. It should be paid at the one month before. A personal offering should also be made to the altar servers on the day of the wedding. There may be an increase in the offering for the weddings taking place in the future.

FEES FOR COUPLES WHO NEED PAPER WORK DONE AT IMMACULATE CONCEPTION PARISH BUT THEIR MARRIAGE WILL TAKE PLACE ELSEWHERE:

- \$150.00 for Immaculate Conception.
- \$150.00 for the New York Archdiocese to forward documents to another diocese.
- \$50.00 for the New York Archdiocese for dispensation and /or permission (if any) either you are getting married here at Immaculate Conception or elsewhere.

YOUR WEDDING (*please check one*) MASS - CEREMONY
HAS BEEN RESERVED ON OUR CALENDAR FOR:

DAY	MONTH	DATE	YEAR	TIME
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THE PRIEST/DEACON OFFICIATING YOUR WEDDING:

THE PRIEST/DEACON ARRANGING YOUR WEDDING:

PLEASE CONTACT HIM FOR ALL APPOINTMENTS AND REFER ALL YOUR QUESTIONS TO HIM..

FOR WEDDING ANNIVERSARY please contact the rectory for details.

IMMACULATE CONCEPTION CHURCH

414 East 14th Street
New York, NY 10009
(212) 254-0200

2016

Dear Friends,

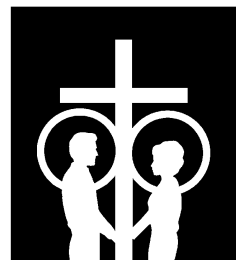
Congratulations! Welcome as you begin your marriage preparation here with us at Immaculate Conception. We are happy to have this opportunity to serve you and help you plan a wedding celebration that will be spiritual, joyful, and memorable.

In this booklet you will find the information you need concerning church requirements. A priest is assigned to guide you along these days of preparation. He will be your personal contact for questions and appointments.

As you prepare for your wedding day, we sincerely hope you will come to a deeper awareness of the sacred nature of marriage and grow closer to God and to each other. We pray that we will help you to live a long and happy married life.

God bless you,

Priests and Staff



TO LOVE FOR A LIFE-TIME

RESERVING YOUR DATE AND TIME OF WEDDING

Weddings may be scheduled in our parish at the following times:

SATURDAY

1:30 p.m. Mass/Ceremony
2:30 p.m. Ceremony Only

SUNDAY

3:00 p.m. Mass/Ceremony
4:00 p.m. Ceremony Only

Chapel also available at various times.

For weekday schedule check with the priest.

Please know that there is a general policy to schedule weddings at least six months in advance.

PREPARATION FOR YOUR MARRIAGE

All couples must attend a marriage preparation offered by the Archdiocese of New York. It is suggested the course be finished at least two months before your marriage.

Couples must complete the pre-marriage investigation questionnaire. This will be done with the parish priest after you have attended the marriage preparation course.

DOCUMENTS NEEDED:

- (a) A new Baptismal Certificate issued for the purpose of marriage and dated no earlier than six months before your marriage.
- (b) Dates and place of Communion and Confirmation.
- (c) If you are not parishioners of Immaculate Conception, the bride or groom will need a letter of permission and a letter of freedom to marry from their home parish. The parish in which you have been living the past six months is your parish.
- (d) The pre-marriage course certificate stating that you have completed the classes.
- (e) A marriage license from the State of New York (the marriage license is valid for 60 days).
- (f) In a case where there has been a previous marriage, or when marrying a non-Catholic, other documents are required which will be discussed with you by your priest.

PLEASE KNOW THAT CERTAIN DOCUMENTS SUBMITTED TO US BECOME PART OF YOUR PERMANENT MARRIAGE RECORD AT THE PARISH OFFICE.

APPOINTMENT YOU NEED TO SCHEDULE:

The post "marriage course" appointment. The priest will discuss questions that may have arisen out of the course. The pre-marriage questionnaire will be handled at this time. All documents you have obtained should be brought in at this time.

PLEASE KNOW THAT IT IS YOUR RESPONSIBILITY TO SET UP ALL APPOINTMENTS AND HAVE ALL PAPER WORK IN A MONTH BEFORE.

REHEARSALS are scheduled for the week of the wedding. Please contact the priest making wedding arrangements at least one month before your wedding to schedule your rehearsal.

MUSIC All plans for music will be made by our Parish Director of Music, Ms. Margaret Evans at 212-254-0200.

FLOWERS Please discuss flowers with your priest or deacon. Remind your florist that the church opens ½ hour prior to the time of your wedding. We cannot be responsible for flowers left outdoors. After your wedding it is customary to leave the flowers to beautify the altar.

PHOTOGRAPHS Please inform your photographer to speak with the priest before the ceremony to discuss any church particulars. **PLEASE TALK TO THE PRIEST IF YOU PLAN TO TAKE PICTURES AFTER YOUR WEDDING.**