

# St. Anthony Church Wedding Policies and Guidelines

Thank you for considering St. Anthony Church for the celebration of your wedding. The following items are required to reserve the church for a wedding:

- **Documents Needed** – A recent baptismal record for each baptized person. If there is a previous marriage, annulment information must be provided.
- **Parish Functions**-Kindly be aware that there may be other parish activities going on elsewhere on parish grounds, that won't affect your wedding functions. Unfortunately we cannot be responsible for changes of dates and times of parish events and activities elsewhere on parish grounds that maybe scheduled at the same time as your rehearsal and wedding. Please be aware of parking limits.
- **Candles** – St. Anthony's furnishes only the candles standing in the altar area. The wedding couple furnishes the Unity candle/holder and any candelabras. Only dripless candles can be used and plastic must be placed underneath all candles/candelabras. There are also spring-loaded candles available at your florist that can be used.
- **Aisle Carpet** – We DO NOT encourage the use of an aisle runner. However, if you choose this item from your florist, the length is 100 feet. We recommend a linen fabric runner rather than paper or plastic.
- **Decorations** – NO tape, staples or "sticky-tack" may be used to affix decorations to the wall or pews in the church. Flowers placed on the back altar are considered gifts to God. They are not just decorations but offerings. They must be fresh flowers not silk.
- **Music** – We ask that all music used in the ceremony be Christian music. All music/musician(s) need to be approved by the officiating priest/deacon. NO CD's or taped music. Organists, singers, musician(s) are booked by the wedding couple. Fees are arranged and paid by the wedding couple.
- **Photographers/Videographers/video cameras** – Are not allowed on the raised sanctuary area. There is a time limit for photographs (Saturday weddings)-they must be completed by 3:30pm.
- **Dressing** – Use of the woman's lounge (lower church) is permitted for dressing before the wedding ceremony. The men can use the men's restroom in the parish hall if needed. **Ladies, strapless gowns are NOT allowed unless you wear a covering for the ceremony.**
- **No Alcohol or Alcoholic Beverages** – In keeping with the dignity of the sacramental celebration of marriage, **no alcohol or alcoholic beverages are permitted in the rectory, church or grounds surrounding St. Anthony Church and School.** Food and non-alcoholic beverages are allowed in the lower church hall, but not in the upper church.
- **Ecological Concerns** – We ask that only birdseed (absolutely no rice) be thrown outside the church building. Nothing should be thrown inside the church building.
- **Clean Up** – The wedding party is responsible to clean up the dressing area and the upper and lower church after the wedding. This includes disposing of all trash and food/drink containers and removing all decorations (except flowers on back altar) by the wedding couple.
- **Gift**—If you would like to give a gift to the Priest or Deacon, please feel free to do so at your discretion.
- **Fee** – The fee for reserving St. Anthony Church is as follows:

\*Parishioners \$200                      Non-Parishioners \$800

The fee is to accompany this signed contract and will be refunded should the wedding be cancelled. \*(Parishioners are registered and tithing members of St. Anthony Church for at least one year prior to the scheduling of the wedding. For those who qualify as parishioners but have no tithing history the fee will be \$400)

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We have read, understand and agree to the above guidelines.                      Fee Enclosed \$ \_\_\_\_\_

Groom: \_\_\_\_\_                      Bride: \_\_\_\_\_

Address: \_\_\_\_\_                      Address: \_\_\_\_\_

Phone #: \_\_\_\_\_                      Phone # \_\_\_\_\_

Date of Wedding: \_\_\_\_\_                      Officiating Priest/Deacon: \_\_\_\_\_

Name of Priest/Deacon contacted at St. Anthony Church: \_\_\_\_\_

PLEASE RETURN THIS PORTION TO: St. Anthony Church, 15 Indianola Rd., Des Moines, IA 50315