



*To Love  
For a Lifetime*

*The Sacrament of Marriage*

*Our Lady of Humility Church*



# Marriage in Christ

Dear Engaged Couple,

Congratulations on your engagement! These days of preparation and anticipation prior to your wedding will always be remembered.

By having your marriage in Church, you are asking God to be a part of your married life. By having your wedding at Our Lady of Humility, you are sharing this blessed and joyous celebration with us. This is a celebration – not only of your love for each other, but also God’s love for you.

As you begin your journey together, be assured of our prayers and support.

## **The Faith Community of Our Lady of Humility**

*“Lord, help us to love  
one another as You  
have loved us...”*

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# Wedding Acceptance

The reality of your wedding is a very important one for you and the faith community of the Lord's people of Our Lady of Humility.

Our present policy of accepting weddings is as follows:

- Either the bride or the groom resides within the Parish.
- The parents of the bride or the groom reside within the Parish.
- Although living outside the boundaries of the Parish, the bride, groom, or parents are active and involved members of this faith community.
- If you do not fulfill one of the above guidelines, you can still be married here, but you must have a connection to the Parish.

To insure that a couple has time to prepare in a serious way for their marriage, an engaged couple should contact one of the Priests at Our Lady of Humility at least six months before the anticipated date of the wedding.

Marriage is a lifelong commitment that you are asking to be blessed by the Church. To assure that there are no obstacles to your sacred union taking place at Our Lady of Humility, no firm date for a wedding will be set until the conclusion of the couple's first meeting with the Parish Priest.

# Timeline

## *Parish Requirements in Planning Your Marriage*

### Time Before Wedding

### Activity

- |  |   |
|--|---|
| <input type="checkbox"/> 6 months minimum  | Initial meeting with Parish Priest.   |
| <input type="checkbox"/> 4 – 6 months      | Participate in Marriage Preparation Programs:<br>- Take “FOCCUS” Inventory online.<br>- Discuss FOCCUS results.<br>- Attend Marriage Preparation Program.<br>- Attend Natural Family Planning or Christian Sexuality Class. |
| <input type="checkbox"/> 2 – 6 months      | Gather required documents.  |
| <input type="checkbox"/> 4 months          | Meet with the Celebrant.  |
| <input type="checkbox"/> 2 – 3 months      | Meet with the Liturgy and Music Director.   |
| <input type="checkbox"/> 1 week – 2 months | Obtain Marriage License.  |
| <input type="checkbox"/> 1 week            | Bring License, <b>all</b> Church Documents, and <b>all</b> Parish fees due to Parish Office.  |
| <input type="checkbox"/> Week of Wedding   | Wedding Rehearsal.  |
| <input type="checkbox"/> Wedding Day       | Celebrate! See General Policies for do’s and don’ts.  |

## **Meet with the Priest**

### **(Minimum 6 months before Wedding)**

At your initial meeting, the Priest will discuss with you the requirements for your marriage to occur in the Catholic Church. Also, you will be given the flyer containing information that the Archdiocese of Chicago requires of all couples.

At this time, the date can be entered into the parish calendar, and you will receive a copy of the Parish Guidelines.

The exchange of vows and blessing and exchange of rings can take place during the Mass or a ceremony. If a Catholic marries a Non-Catholic, a ceremony is preferred. A Priest will celebrate Mass, and a Deacon would perform a ceremony.

## **Prepare for Marriage (6 months before Wedding)**

1. Each individual of the couple must take FOCCUS inventory online at their convenience – alone.  
This survey will take about 45 minutes to 1 hour to complete.
2. Make an appointment and meet with a Deacon at Our Lady of Humility to discuss the results of your FOCCUS inventory.
3. Attend either the PreCana or Discovery Weekend Marriage Preparation Classes.
4. Attend an introductory Natural Family Planning or Christian Sexuality Class.

# Gather Documents

## (2 – 6 months before Wedding)

### Church Requirements

1. **A BAPTISMAL CERTIFICATE** must be submitted by the Catholic party.

This certificate must be issued within six (6) months of the wedding. Contact the Church where you were baptized, and request a copy of your baptismal record. This certificate will not be necessary if you were baptized at Our Lady of Humility.

A photocopy of your old baptismal record is **NOT acceptable**.

If you have been confirmed, you will also need a **CONFIRMATION CERTIFICATE**.

For the baptized Non-Catholic person, all that is needed is proof of Baptism. A photocopy is acceptable.

2. **A PRE-MARRIAGE QUESTIONNAIRE** for both the bride and groom must be completed with the Consulting Priest/Deacon.
3. **MARRIAGE AFFIDAVITS** establishing each party's freedom to marry are often required. The Consulting Priest/Deacon will further explain these forms.

If necessary, Dispensation Forms will be discussed and explained by the Priest/Deacon.

4. **BANNS** must be published in the Parishes of both the bride and groom on the three Sundays preceding your wedding date. If the wedding takes place in the Church of the bride, the groom must inform his Parish about publishing the banns or vice-versa.

We recommend that you keep a manila folder marked "*CHURCH FILE*". As you begin to delve further into your marriage preparation, all the details that we are required to ask from you, can be conveniently set apart from invitation information, banquet hall contracts, etc.

**Meet With The Celebrant  
(Priest or Deacon)  
(6 months before Wedding)**

Once you have finished attending the PreCana or Discovery Weekend, you may set up an appointment with the Priest/Deacon who will be celebrating your marriage. Paperwork for the marriage will be completed, and you will discuss options for your Wedding Mass or Ceremony.

There are many options available to you with regard to prayers, readings, customs, etc. The consulting Priest will give you a pamphlet, which contains various prayers and readings. Other customs such as the candle ceremony, a bouquet for Mary's altar, the use of double rings, rose buds for the mothers, etc., are totally optional and, therefore, the decision is yours. The consulting Priest/Deacon should be able to further explain these to you.

# **Meet With The Parish Liturgy and Music Director**

## **(2 – 3 months before Wedding)**

Music is an integral part of the Wedding Liturgy, and must be chosen with great care. Your music should lend itself to the overall atmosphere of worship and prayer.

The music selected for your Wedding Liturgy must meet the following criteria:

- It must be good music, appropriate for a liturgical service.
- It must be able to be performed tastefully and artistically.
- It must enhance, but never overshadow the liturgy.
- It should lend itself as a prayerful experience for those present.
- Secular (“*Pop*”, “*Top 40*”, etc.) and recorded or “*canned*” music is not permitted.

You are required to plan your music with the Parish Liturgy and Music Director. The Liturgy and Music Director will recommend and assist you in choosing liturgically and musically appropriate selections for your ceremony. You may reach the Liturgy and Music Director by calling the Rectory at (847) 872-8778, ext. 114.

The Liturgy and Music Director will coordinate all music, vocal and instrumental, for all weddings at Our Lady of Humility, and work with you to fulfill your needs for vocalists and solo instrumentalists, if you so desire. Under no circumstances, should you employ outside musicians, or plan your music before consulting with, and receiving the approval of, the Liturgy and Music Director.

## **Obtain Your Marriage License (1 week to 2 months before Wedding)**

All couples wishing to be married at Our Lady of Humility Church **must obtain a license from the Lake County Clerk's Office in the State of Illinois.** This can be obtained at the Lake County Courthouse located in Waukegan at 18 North County Street, phone (847) 377-2402. Both parties must be present to obtain a license. Please contact the Lake County Clerk's Office for the current requirements and details as they are subject to change.

**The license is to be brought to the Priest or Deacon arranging the ceremony BEFORE the date of the marriage, ONE WEEK PRIOR TO THE REHEARSAL.** *No marriage can be performed without the license being in the possession of the person performing the ceremony.*

## **Bring Documents and Parish Fees to Parish Office (1 week before Wedding)**

All documents and wedding fees are due to the Parish Office **NO LATER THAN ONE WEEK BEFORE THE WEDDING.**

## **Wedding Rehearsal**

### **(Week of the Wedding)**

The rehearsal should be scheduled at the same time you schedule your marriage. It is important that all who have an active part in the wedding attend, so that each one understands his or her role in the wedding. This would ordinarily include Ushers, Lectors, etc.

All members of the wedding party are asked to wear appropriate dress to the rehearsal. Out of consideration for all involved, please be on time for your rehearsal.

## **Wedding Day**

The Church will be open one hour prior to the wedding for set up by photographer, videographer, florist, and musicians, etc.

Groomsmen and Ushers should arrive 30 minutes before the wedding. Ushers should be prepared to seat guests as they arrive.

The Bride and Bridesmaids should arrive at least 15 minutes prior to the wedding.

# General Policies and Guidelines

**ALCOHOL:** Alcohol is not permitted in the Parking Lot, Church, Gathering Area, Bride's Preparation Space, or Restrooms at the Rehearsal or on the Wedding Day. This includes champagne, which is appropriate later at the reception.

**ALTAR SERVERS:** We provide Altar Servers for weddings. You may select your own, but please check with the Priest/Deacon who will be presiding. A gratuity is customary.

**BRIDE'S ROOM:** Sorry, but we don't have a designated "*Bride's Room*" at Our Lady of Humility. We suggest that you come to Church fully prepared for your day. We can open the Parish Center, if it is available, for the women to gather for immediate preparation, approximately one half hour before the wedding.

**FLOWERS:** Altar decoration or floral arrangements are not necessary, but, if desired, are arranged for by the wedding couple and florist. If you choose to have such arrangements, two plants or bouquets of flowers are appropriate. **These are usually placed on the floor, one in front of the altar, and one in front of the pulpit where the scriptures are read.** No flowers are placed on the altar itself, which is reserved for the liturgical vessels. Pedestals with flowers can be used at either side of the altar, but they are not necessary. **If you are having a white aisle runner, our main aisle is 100 feet long.** You may have bows on the sides of the pews, but they must be attached with rubber bands, string, or ribbon. **Tape is not allowed as it removes the finish from the pews.** You may present flowers to the statue of the Blessed Mother at the designated time.

**MARRIAGE BOOKLETS/PROGRAMS:** It is sometimes helpful and desirable to provide an outline of the ceremony and hymns, or even a booklet of the wedding ceremony for the guests. It is relatively easy to prepare. You can discuss this possibility with the Priest or Deacon.

**PHOTOGRAPHER/VIDEOGRAPHER:** As with all important family events, a pictorial record is usually desired for your wedding. We do, however, want to remind you that the wedding is a sacred and religious ceremony. Please have the photographer and/or videographer meet with the Priest or Deacon prior to the ceremony for clarifications. In general, please show them, and your family, the following directives in advance:

- Pictures may be taken during the ceremony from one of several appropriate and inconspicuous places. We do not mind an occasional flash, but today, these are ordinarily not necessary. Both guests and celebrants are easily distracted.
- Video or digital recordings may be made only if they use existing light, and only if they are limited to the one or two designated places where they will be directed. They must check with the Priest or Deacon ahead of time.
- **Only twenty (20) minutes** are allowed for photos to be taken after the wedding in the sanctuary – regardless of whether another wedding follows or not. The Church is not a studio, but a place of prayer. Additional photos may be taken outside on the grounds or at the reception.
- If photos are to be taken in the sanctuary for twenty (20) minutes after the ceremony, the receiving line will *not* be allowed at Church. The wedding party will process down the aisle, and immediately return to the sanctuary for photos.
- Remember, it is your responsibility to see that the photographic session after the ceremony is limited to only twenty (20) minutes. **Please ask your wedding party to be quiet and respectful during this time.** On Saturday, people come to Church to pray and prepare for reconciliation or Mass.

**PLACE:** Marriages can take place in either the Parish Church of the bride or that of the groom.

**PRESIDER:** Normally, the Pastor or one of the Parish's Deacons presides at a Marriage. If you choose to ask a Deacon or a relative/close friend who is a Priest to preside at your wedding, please consult him as soon as possible. If possible, all paperwork and interviews should be conducted by the visiting Presider. Since Deacons are not ordained to preside at Mass, they may either officiate at a Wedding Ceremony, or participate with a Priest within the context of a Wedding Mass. Please make sure that you have made contact with a member of the Our Lady of Humility staff to explain your choices, and to finalize all dates. Visiting Presiders are required to follow all Our Lady of Humility Guidelines.

**RECESSIONAL CUSTOMS:** The custom of having a **receiving line** to greet the guests after the ceremony is only permitted if you are not having any pictures taken in the sanctuary after the ceremony. Usually, the receiving line takes place at the reception.

The custom of **throwing rice**, although ancient, is actually not a Christian custom, but a pagan one. It has little relationship, if any, to a Christian Marriage Ceremony. We do not allow the throwing of rice, confetti, or birdseed.

**TIMES:** Weddings at Our Lady of Humility may be scheduled on the following days and times:

- Saturday at 2PM.
- Friday evenings – time to be determined with the Presider.

**UNITY CANDLE:** Some couples choose to light a Unity Candle at their wedding, however, this is optional. It is symbolic of two lives becoming one in Christ. If you choose the option of lighting a Unity Candle, you must supply your own candle and candle holder. Due to safety constraints, oil candles are not allowed, candles must be wax. They are usually available through your florist or any religious goods store.

**USHERS:** The responsibility of the Usher(s) is to welcome and seat your guests in the front of the Church. If you have a wedding program, the Ushers would give them to the guests as they are being seated. Ushers should begin seating the guests about 15 minutes before the wedding begins.

**WEDDING FEES:** The Church Wedding Fee is \$250.00. Additional fees for organist, pianist, cantor, instrumentalists to be determined when you meet with the Director of Liturgy and Music. A stipend for the Altar Servers would be greatly appreciated.

*Your wedding day is not only a  
celebration of your love for each other,  
but also a celebration of  
all those who have loved you.*

*We hope we have assisted you in your  
celebration of love.*

*The Archdiocese of Chicago offers  
continuing Education Workshops  
during your first year of marriage.*

*May you have many years of  
happiness, good health, and love.*