

WEDDING CHECKLIST

Couple:

- ___ Meet with one of the priests for first interviews.
- ___ **Complete the Pre-Nuptial Investigation form with a priest or deacon (VERY IMPORTANT!).**
- ___ Contact the Music Coordinator, Evelyn DeFelice, to set up the music (contact info on back).
Note: No recorded music (CDs, I-Pod, etc.) allowed! Also, wedding music will be provided from the front right-hand side choir area (in front of the statue of St. Joseph). The rear choir loft will be locked during all weddings and funerals.
- ___ Receive a copy of the wedding planning booklet, *"Together for Life,"* from the parish office or **download the readings from our website.**
- ___ Register for a one-day pre-marital class OR for the Engaged Encounter weekend (must attend one of these at least three months before the wedding).
- ___ Submit Certificate of Completion of pre-marital class or Engaged Encounter Weekend to office.
- ___ Attend our Natural Family Planning program (NFP)—one Church teaching class and one Introductory class. **(Classes held must be attended at least two to three months ahead of your wedding.)**
- ___ Submit the NFP Completion Certificate to the office.
- ___ Meet with the Wedding Liturgy Coordinator to plan your wedding ceremony and schedule your wedding rehearsal (at least three months before your wedding).
- ___ Apply for a Marriage License at the courthouse—no more than 90 days before your wedding date.
- ___ Submit the license to the office as soon as you obtain it—but **at least one month** before the wedding.
- ___ Submit the wedding fee (**\$950**) to the office at the time the wedding date is scheduled. This amount includes the fees for the use of the church (\$500), the church organist (\$250), and the cantor (\$200).

Additional fees should be paid directly to the persons providing the following services: the Wedding Liturgy/Rehearsal Coordinator (**\$200**); the NFP coordinator (**\$100**); the honorarium for the celebrating priest (**\$150**), the two altar servers (**\$20 each—\$40 total**). The altar servers' stipends should be given to the wedding liturgy coordinator at the wedding rehearsal. Please note that we do not provide flowers.

Groom:

- ___ Arrange to have two Freedom to Marry forms completed, signed and witnessed before a priest.
- ___ Obtain and submit a recent copy (dated within the last six months) of your Baptismal Certificate.
- ___ Obtain and submit a copy of your First Communion Certificate (notation of such on the back of Baptismal certificate is sufficient).
- ___ Obtain and submit a copy of your Confirmation Certificate (notation of such on the back of Baptismal certificate is sufficient).

Bride:

- ___ Arrange to have two Freedom to Marry forms completed, signed and witnessed before a priest.
- ___ Obtain and submit a recent copy (dated within the last six months) of your Baptismal Certificate.
- ___ Obtain and submit a copy of your First Communion Certificate (notation of such on the back of Baptismal certificate is sufficient).
- ___ Obtain and submit a copy of your Confirmation Certificate (notation of such on the back of Baptismal certificate is sufficient).

CONTACT INFORMATION

Pastor: Fr. Thomas Koller, OCD – (626) 282-2744 x222 — thomasofthetrinity@gmail.com

Associate Pastor: Fr. David Guzman, OCD — (626) 282-2744, x232 — davidguzman@live.com

Music Coordinator: Evelyn DeFelice — (619) 905-0084 or evmgrimm@gmail.com

Wedding Liturgy/Rehearsal Coordinator: Angie Sandoval — (626) 616-9416 or AngieSandoval06@gmail.com.

Natural Family Planning (NFP) Coordinators: Katrina Crow — (626) 292-1906 OR jkcrowsnest@hotmail.com

Altar Server Coordinator: Tom Quintana – TQuintana@gmail.com

Two altar servers are needed for each wedding. The stipend for altar servers is \$20 cash per server.

MARRIAGE PREPARATION CLASSES

Choice of:

- Engaged Encounter Weekend (www.CeeOfLA.org)
- One-day class (eight hours) at participating churches:
<https://familylife.lacatholics.org/marriage-preparation>