

**WEDDING POLICY / FEES 2010**

# **MISSION SAN LUIS REY PARISH**

4070 Mission Ave., Oceanside CA 92057  
Tel. (760) 757-3250, Fax (760) 757-3299  
E-mail: [mslrp@sanluisreyparish.org](mailto:mslrp@sanluisreyparish.org)  
Website: [www.sanluisreyparish.org](http://www.sanluisreyparish.org)



*(POLICY/FEES SUBJECT TO CHANGE)*

# SAN LUIS REY PARISH

## Wedding Policy

### **I. WEDDING DATES, TIMES AND SITES:**

In order to have a wedding here at San Luis Rey Parish one or both parties **MUST** be Catholic. Weddings are scheduled at any of the two following locations, at times individually approved according to availability. We do not perform weddings on Sundays or during the season of Advent and Lent:

1. Saturday only: Old Mission Church\* (referred to as "The Mission")  
(Times: 11:45 a.m. and 2:45 p.m.)
2. Friday & Saturday: Parish Chapel (Upon availability)

Times are established to avoid interference with regular liturgical activities. Please be in communication with your priest and the Parish Office to ascertain that the calendar is cleared. Additionally, there are several special weekend events and celebrations held throughout the year at the Chapel and at the Mission, which preempt weddings.

**{Note: \*The Mission is privately owned by the Franciscan Friars of the Province of St. Barbara while the Parish is owned by the Diocese of San Diego. Therefore; the Mission rents out their property to those who would like to use their facilities for weddings.}**

## **II. REGISTERED PARISHIONERS, YOUR FIRST STEPS:**

*A registered parishioner is defined as an active Catholic, who is officially registered and has resided in the parish for at least one year prior to his/her first phone call to our office. To be considered for parishioner rates, the bride, groom or their sponsoring parents must be registered, participating and contributing to SLRP with a history of contributing at least \$250.00 one year prior to the first phone call to our office.*

### **A. Select a Priest**

When a couple is certain they wish to marry, they should first contact the priest who will be the officiant at their wedding, at least 1 year in advance of their proposed date. The priest at your Catholic wedding must be a Catholic priest or Catholic deacon; however, a non-Catholic clergyman you designate may participate along with your Catholic presider.

### **B. Calendar Your Wedding**

(1) With Our Parish Priest: The Parish Office IS NOT authorized to calendar any weddings without the express personal consent of our parish priest. If the officiant whom you, the registered parishioner, would like to ask to perform your wedding is one of our own parish priests, please call the office directly to make your first appointment\* with the parish office as a couple.

(2) If your presider is not one of our own parish priests, i.e., a catholic priest/catholic deacon family member or a priest/deacon close friend (known as a “visiting priest/deacon”), is most welcome to preside; we must know immediately, however, who will be responsible for your instruction, so that you are adequately prepared. As soon as your visiting priest has committed to perform your wedding and preparation, please ask him to call our Pastor, Fr. Charles Talley, directly, (760) 547-0714 or preferably by e-mail at [pastor@sanluisreyparish.org](mailto:pastor@sanluisreyparish.org) for official “delegation” (permission) to hold a wedding at the place and on the date you have chosen.

***{Once a Catholic priest/deacon has been secured, the \$400.00 non-refundable administrative fee/deposit is required to be paid immediately at the Parish Office to calendar your wedding; then, if the wedding is to be scheduled at the Mission, a letter of authorization will be given to you from our office to be taken over to the Director of Special Events at the Mission (760) 757-3651 x 146.}***

### **III. PARISHIONER - AT YOUR FIRST APPOINTMENT\*:**

1. The bride and groom are asked to provide the Baptismal Certificate(s) which have been obtained from and updated by the Parish where each was originally baptized. Baptismal Certificates are "updated" with notations of any recorded sacraments performed since baptism. If you have any difficulty obtaining these records, please discuss it with your priest.
2. Please provide your priest a copy of your First Communion and Confirmation certificate.
3. If the bride and/or groom have been married before; annulment decree, divorced decree, marriage license from the previous marriage, must be provided at this meeting as well. Once these are presented, the proper process to continue your preparation will be determined.
4. After reviewing your particular case, Father will then set you up with the necessary classes/process. *(Some of the classes required by our Diocese are the: Diocesan Marriage Preparation Program (DMPP (one Saturday), Catholic Engaged Weekend (Friday evening thru Sunday afternoon), or if this is a second marriage for one or both parties they must attend: Awareness and Preparation for Remarriage.)*

#### **IV. IMPORTANT SUGGESTIONS AND RULES FOR OUR PARISHIONERS:**

##### **WEDDING COORDINATOR:**

Once your wedding has been calendared, each Parish Priest is assigned an experienced Parish Wedding Coordinator who serves as a liaison to facilitate communications with all persons and facilities involved in your wedding: the priest, the wedding party, the Parish Office, the Mission and Parish facilities. Wedding Coordinators will contact the bride/groom *four months prior to the wedding ceremony*. They have an extensive checklist of details to work through with you, and may be contacted directly to answer your wedding questions at any time once your wedding has been calendared and your deposit has been made through the Parish Office.

##### **MUSIC:**

Parishioner, after your wedding has been calendared, it is your responsibility to contact our Music Director at *least four months* prior to the celebration to discuss song selections. However, it is *recommended* that the initial *contact occur shortly after the wedding has been calendared*.

All weddings are required to have an accompanist (organist or pianist) and a cantor (vocalist).

If the couple wishes to have musicians from outside the parish, then approval **MUST** be *obtained from the Parish Music Director four months before the wedding*; otherwise, there is a risk that your musicians will not be able to participate resulting in no music for your ceremony.

Payment for music will be due the same time as all other fees. Other musicians (i.e., violin, guitar and other vocalists) are available upon request. Fees for additional musicians vary.

**FLOWERS:**

Flowers for the ceremony are permitted, but please check with the Wedding Coordinator as to placement. If your wedding is in the Chapel, we do not insist, but encourage you to leave your flowers after the ceremony. However, if your wedding takes place in the Mission, flowers must be removed immediately following the wedding ceremony.

**PICTURES:**

Picture-taking in the Chapel will be limited to ½ hour before the ceremony. To preserve the solemnity of the procession leaving the Chapel after your wedding ceremony, we ask that you not re-enter the Chapel for photographs. Moreover, the Chapel may need to be cleared for another wedding.

For pictures inside the Mission see your "Mission San Luis Rey Church Contract".

Your photographer is free to take pictures without flash during the ceremony. Because there are certain restrictions at each site, please have your photographer be in contact with your wedding coordinator for more information.

**MARRIAGE LICENSE:**

You will need a Marriage license prior to your ceremony. A Marriage license is issued by the office of David L. Butler, San Diego County Assessor/Recorder/Clerk. There are convenient locations located throughout the County to serve you.

San Diego-County Administration Center, at (619) 237-0502, San Marcos and El Cajon, at (619) 237-0502, Orange County Recorder, at (714) 834-255, Los Angeles County Recorder, at (562) 462-2137.]

## **V. NON-PARISHIONERS:**

Weddings for non-parishioners may be arranged with the pastor's approval and on the following conditions:

1. You, the non-parishioner couple, MUST provide your own Catholic priest and/or deacon for your celebration and for your preparation.
2. Our parish pastor MUST approve the catholic priest/deacon. (*Your priest/deacon must contact our Pastor, Fr. Charles Talley, OFM, at (760) 547-0714 or preferably by e-mail at pastor@sanluisreyparish.org*)
3. You, the non-parishioner couple, MUST bring a letter of permission from your parish to have your wedding here at SLRP.
4. You, the non-parishioner couple, MUST bring your own musicians or speak with our Music Director, Nancy Scibetta, for referrals at (760) 547-0709 or nscibetta@sanluisreyparish.org
5. A Bride's Rm. will be available for your Chapel wedding.
6. A Wedding Coordinator will be available for your Mission/Chapel wedding.
7. Your Catholic priest/deacon must turn in to our office your completed wedding file two months prior to the wedding.
8. You will need a Marriage license prior to your ceremony. A Marriage license is issued by your County of residence Assessor/Recorder/Clerk Office.

***Note: steps 1-3 must be completed before  
SLRP can schedule your wedding.***

**FEES:** The "Wedding Fee Schedule" following is to set forth all anticipated wedding fees generated through SLRP for ceremonies performed at either, our smaller Parish Chapel or at the Old Mission. The fee schedule stipulates parishioner rates are offered to those who have been registered and contributing members of the Parish for at least *one year prior* to the time you make your first phone call to our office.

# MSLRP WEDDING FEES 2009-2010

**SUBJECT TO CHANGE WITHOUT NOTICE**

## PARISHIONER FEES FOR A MISSION WEDDING:

\$400 Parish non-refundable administrative deposit  
\$800 Mission Facility fee  
\$200 Priest's stipend  
\$150 Wedding coordinator (required)  
\$150 Accompanist (required)  
\$125 Cantor (required)  
\$50 Bride's Rm. (refundable cleaning deposit)

## NON-CONTRIBUTING PARISHIONER FEES FOR A MISSION WEDDING:

\$400 Parish non-refundable administrative deposit  
\$1,300 Mission Facility fee & Wedding Coordinator  
\$200 Priest's stipend  
\$150 Accompanist (required)  
\$125 Cantor (required)  
\$50 Bride's Rm. (refundable cleaning deposit)

## NON-PARISHIONER FEES FOR A MISSION WEDDING:

\$400 Parish non-refundable administrative deposit  
\$1,300 Mission facility fee & Wedding Coordinator  
Provided by couple Priest  
Provided by couple Accompanist  
Provided by couple Cantor

## PARISHIONER FEES FOR A MISSION PRIVATE RENEWAL OF VOWS:

\$400 Parish non-refundable administrative deposit  
\$800 Mission facility fee  
\$100 Priest's stipend  
\$150 Wedding coordinator (required)  
\$150 Accompanist (required)  
\$125 Cantor (required)

## PARISHIONER FEES FOR A CHAPEL WEDDING:

\$400 Parish non-refundable deposit  
\$150 Chapel Facility Fee  
\$200 Priest's stipend  
\$150 Wedding Coordinator (required)  
\$150 Accompanist (required)  
\$125 Cantor (required)  
\$50 Bride's Rm. (refundable cleaning deposit)

## NON-CONTRIBUTING PARISHIONER FEES FOR A CHAPEL WEDDING:

\$400 Parish non-refundable deposit  
\$350 Chapel Facility Fee  
\$200 Priest's stipend  
\$150 Wedding Coordinator (required)  
\$150 Accompanist (required)  
\$125 Cantor (required)  
\$50 Bride's Rm. (refundable cleaning deposit)

## NON-PARISHIONER FEES FOR A CHAPEL WEDDING:

\$400 Parish non-refundable deposit  
\$350 Chapel facility fee  
\$150 Wedding Coordinator (required)  
\$50 Bride's Rm. (refundable cleaning deposit)  
Provided by couple Priest  
Provided by couple Accompanist  
Provided by couple Cantor

## PARISHIONER FEES FOR A CHAPEL PRIVATE RENEWAL OF VOWS:

\$150 Parish Facility Fee  
\$100 Priest's stipend  
\$150 Wedding Coordinator (required)  
\$150 Accompanist (required)  
\$125 Cantor (required)  
\$50 Bride's Rm. (refundable cleaning deposit)

- The fee schedule stipulates parishioner rates are offered to those who have been registered and contributing members of the Parish for at least one year prior to the time you make your first phone call to our office. To be considered for parishioner rates, the bride, groom or their sponsoring parents must be registered, participating and contributing to SLRP with a history of contributing at least \$250.00 one year prior to the first phone call to our office.
- Parishioners and non-contributing parishioners: if you are getting married at another parish but wish to be prepared here, you can do so with one of our priests – Priest's stipend is \$200.