



Holy Apostles
CATHOLIC PARISH

Celebrating
the Sacrament
of Marriage



Love God. Love Others.
Transform Our World

Marriage Preparation Check List

Step One

- ◇ Contact Fr. Arul at 262-786-5445
- ◇ Set the date and time for the wedding
- ◇ Set the date and time for the rehearsal
- ◇ Provide Sacramental records (see page 2)
 - ◇ For the Bride
 - ◇ For the Groom
- ◇ Provide an affidavit of your freedom to marry (see page 2)
 - ◇ For the Bride
 - ◇ For the Groom

Step Two: Preparation

- ◇ Participate in the *Joy-Filled Marriage* Program through the Archdiocese (see page 3)
 - (Give completion certificate to presider)
- ◇ Complete the FOCCUS Inventory (see page 3)
 - Call Mary Beth McNichols: 414-839-6041 or
 - Mike McNichols: 262-527-0097

Step Three: Plan the Wedding Ceremony

- ◇ Please reference pages 11-16 from this booklet when planning your wedding ceremony
- ◇ Select your Scripture readings from the **United in Christ** book
 - ◇ Old Testament pp. 1-19
 - ◇ New Testament pp. 29-57
 - ◇ Gospel pp. 61-81
- ◇ Select your music
 - ◇ Contact Christina Kuenzi, Mission Director: Music & Liturgy, at 262-754-0160 or ckuenzi@hanb.org

Step Four: Final Preparation—One Month Prior to the Wedding

- ◇ Schedule an appointment with your presider (see page 16)
- ◇ Apply for marriage license (see page 17-18)
 - (check with county where you live for regulations)
- ◇ Participate in Reconciliation (confession) (see page 19)

We are eager to help you prepare for this very important day in your life. The **Sacrament of Marriage** is about God, God's love for you, and God's presence in your lives as well as a civil union. This public community event highlights and celebrates your love as the reflection of God's love for us in Christ. It is meant to speak to and involve all who are present.

You will find more detailed information to help you complete your planning in this booklet including:

Check List
Marriage in the Catholic Church
Date and Time
Pre-Marriage Questionnaire
Sacramental Records/Affidavits
Joy-Filled Marriage Program
FOCCUS Inventory
Wedding Traditions
Preparing Your Wedding Liturgy
What Happens at Church?
Selecting Scripture
General Intercessions/Prayer of the Faithful
Music Planning
Final Meeting
Marriage License
Rehearsal
Fees
Reconciliation
Your Wedding Day

We hope and pray this time of preparation will enrich you, strengthen your relationship, and draw you closer to God and the Church. We want to do everything possible to help make your wedding memorable and sacred as you embark on your lifelong commitment as husband and wife.

Sincerely,

Fr. Arul Ponnaiyan, Mission Director: Pastor, 262-786-5445

Deacon Michael Chmielewski, 414-313-0030

Deacon Michael Skupien, 262-366-2140

Christina Kuenzi, Mission Director: Music & Liturgy, 262-754-0160

Jan Fredrickson, Mission Coordinator: Pastoral Care, 262-754-0158

Marriage in the Catholic Church

The Catholic Church puts a high value on marriage and wants people to have fruitful marriages that bring them happiness and joy. Therefore it believes that marriage should be entered following considerable preparation, reflection, and prayer.

When you choose to get married in the Catholic Church, you are asking for more than a ceremony, a church building, and a musician. You are asking to celebrate a sacrament. You will make a vow before God, family, friends, and your future spouse to stay married for the rest of your life. This is a momentous promise and commitment.

In an effort to help you prepare for that commitment and for the sacrament, the Catholic Church invites you to participate in a marriage preparation process. The process will provide an opportunity for you to talk about personal values, such as: faith, money, work, sex, children, marriage, and your spouse. By talking about these things in advance, you can come to a greater understanding of areas that will require special sensitivity and openness in your marriage.

For many couples, this process is a wonderful time of affirmation. It reminds them of all the good things they have working in their favor. The process also offers an opportunity for couples to discuss issues that should be addressed before they make a lifetime commitment.

The wedding ceremony and celebration last for one day. Your marriage will last for the rest of your life. It is our hope that this first phase of assessment and instruction will help you succeed in your commitment to each other, to God and to the Christian community.

All wedding dates are tentative upon completion of the assessment and instruction process.

Date and Time

A wedding is normally celebrated in the parish of either the bride or groom, and by custom in the bride's parish. It is ideally celebrated in the parish in which you are currently a member or plan on being a member after your wedding. Weddings during Advent and Lent are discouraged because of the special nature of these liturgical seasons.

(Continued on next page)

Contact Fr. Arul at 262-786-5445 to schedule your wedding and begin the process. Rehearsals are normally scheduled at this time as well.

Pre-Marriage Questionnaire

This questionnaire will be completed by the priest or deacon who will witness your marriage. This will involve a meeting with the bride and groom. Information for this form will include the necessary facts on your life and your freedom to enter marriage.

Sacramental Records

You will need to provide the following certificates:

- **Baptism:** Catholics must obtain an “annotated” baptismal certificate from the parish where you were baptized. It must be **issued within the last six (6) months**. For non-Catholics, any copy of your baptismal certificate is acceptable.
- **Confirmation:** This is only required for Catholics who have been confirmed and there is no date restriction. If you have not yet been confirmed, we would be happy to prepare you for that sacrament as well.

To obtain these certificates, write or call the church where the sacrament was celebrated and request a copy. There is usually no charge.

Affidavits

An affidavit of your freedom to marry will also be needed prior to the wedding. Each of you will need to have at least one person who can testify to your freedom to marry, e.g. parent, sibling, close relative, long time friend. They must call the priest or deacon who will witness your marriage to make an appointment to fill out an affidavit. If it is more convenient, they can stop by another parish and ask to sign Form 1-A in front of another priest and then send the document to Holy Apostles.

Archdiocesan *Joy-Filled Marriage* Program

www.archmil.org/MarriagePreparation -

Register six months before wedding and complete within three months of your wedding date.

Once you have connected with the parish where you will be getting married, you will be invited into the parish's process for preparation, which will include your participation in one *Joy-Filled Marriage* program. This online or weekend retreat experience will give you the opportunity to encounter dynamic married couples who will share about the meaning of marriage, praying as a couple, and the powerful gift of sexuality and offer tips for a healthy marriage. Regardless of your faith or background, you are welcome at any of these preparation experiences. The fee for this program is \$150/couple (effective May 5, 2025). You will choose one program that best suits your needs as a couple. Certificates received from the conference are to be given to the priest or deacon who will witness your marriage.

FOCCUS Inventory

The **FOCCUS** (Facilitating Open Couple Communication, Understanding and Study) inventory will involve a series of meetings: one to take the survey and two or more meetings to discuss the results. The survey is not a test, but rather an opportunity to see how well couples are communicating about important marriage issues.

A married couple from our parish, trained for this ministry, will work with you to schedule time to take and discuss the FOCCUS inventory.

Please call Mary Beth McNichols: 414-839-6041 or Mike McNichols: 262-527-0097 to schedule this step.

"Love one another as
I have loved you."
John 13:34



Wedding Tradition

Have you ever heard the old wedding rhyme that suggests the bride should carry “something old, something new, something borrowed, something blue?” Most weddings involve some combination of old and new as couples try to reflect their continuity with weddings that have gone before theirs as well as show what is unique in their marriage. Those who favor what they think of as old often speak of their wedding as “traditional,” while those who favor what they consider new often refer to theirs as “contemporary.” More often than not, these terms simply imply a particular style of ceremony.

For Catholics, weddings are both traditional and contemporary in the best sense of these terms. Each Catholic wedding is traditional because it’s hands on and enfleshes what we believe about marriage as a sacrament. (The root of the Latin word *traditio* literally means “to hand down” or “to hand over”). Each Catholic wedding is contemporary because it makes present *here* and *now* in *this unique marriage* God’s love for the couple and Christ’s relationship with the church.

Much of what is popularly considered “traditional” at weddings actually consists of social customs from another era that no longer correspond to the church’s (or even a modern man’s or woman’s) understanding of marriage. For example, at one time people believed that it was “bad luck” for the groom to see the bride before the ceremony began. *The Catechism of the Catholic Church* refers to such superstitions as a “perverse excess of religion” and a “deviation of religious feeling” (#2110-2111). The custom whereby the bride’s father “gives the bride away” to the groom at the head of the aisle reflects a time when marriages were arranged between the groom and the bride’s father, and in some cases, the woman was seen as property to be given and received. Today, the Church and society both emphasize marriage as a mutual decision by equal and free partners.

Wedding customs that no longer reflect reality or faith are meaningless. Authentic wedding traditions “hand down” the Church’s ageless faith in ways that respect the current social reality of marriage and the contemporary Christian understanding of marriage.

Preparing Your Wedding Liturgy

Many engaged couples schedule their weddings a year or more in advance. Some reception facilities require at least this much advance notice, and the myriad details involved in wedding planning can easily occupy a couple for the better part of a year. For a couple planning to marry in the Church, a major focus during this time is their preparation for the sacrament of marriage. Using a variety of formats, a parish's or diocese's marriage preparation program helps couples prepare for the lifelong covenant they will establish at their wedding. The couple's reflections on their faith and the church's faith concerning marriage are important starting points for their preparation.

The Catholic Church's *Rite of Marriage* presents the couple as the minister of the sacrament of marriage and invites their participation in the preparation of the wedding liturgy. In conjunction with the priest or deacon who will preside at the wedding, the couple chooses among several options for the various prayer texts and scripture readings that will be proclaimed at the wedding liturgy. With the parish music director, the couple chooses hymns, acclamations, a responsorial psalm and instrumental music. Individuals need to be asked to serve as ushers, lectors and ministers of the Eucharist. Most parishes provide couples with a book to guide them through these choices.

Like the other aspects of a wedding, the wedding liturgy is more apt to be free of anxiety and open to genuine celebration if it has been prepared well in advance of the wedding day. No one is served well by leaving decisions and details to the last minute. By preparing the wedding liturgy *together*, the couple has a wonderful opportunity to share their faith with each other, to explore the church's faith concerning marriage in the scriptures, to discover the ways in which their families have celebrated special events, and to practice the kind of selfless concern for each other that will nurture and sustain the lifelong covenant of marriage.

© 1999 Archdiocese of Chicago: Liturgy Training Publications, 1800 North Hermitage Avenue, Chicago, IL 60622-1101; 1-800-933-1800. Text by Paul Covino. Art by Luba Lukova. All rights reserved. Used with permission.

What happens at Church?

Ritual is how things are done during a ceremony. You most likely have had dreams of how your wedding will be done or you have seen many other weddings to form your ideas of what should happen at a wedding.

What is essential for a Catholic wedding? Essential things include the Scripture readings, homily, statement of intentions (“Have you come here freely and without reservation?”), consent of vows, exchange of rings, and nuptial blessing. Things that are not essential include seating guests of the bride on one side of the aisle and guests of the groom on the other, keeping the bride and groom apart before the wedding, unrolling a white aisle runner before the entrance procession, lighting a unity or wedding candle, and placing flowers before a statue of Mary.

We will invite you to think about what you are doing and why and if it is an accurate reflection of what is happening today. This will most likely challenge some of the more customary actions at weddings. We recommend the following:

- Where are the bride and groom when their guests arrive?
We encourage you to greet your guests as they enter the church.
- What should the bridal party do before the wedding begins?
We encourage your wedding party to assist you and your ushers in greeting your guests and ushering them to a seat in the front of the church.
- Where should guests be seated?
We recommend that you do not have segregated seating – bride’s family and friends here, groom’s there. It is not only a marriage of two individuals, but also of two families and two groups of friends. Why separate them in their seating when we are trying to unite them?

- What about your parents?
Since your parents have played an important part in bringing you to this point in your life, we encourage both of your parents to escort you in the entrance procession. By including both sets of parents in the entrance procession, the wedding liturgy honors the families that have shaped the bride and groom as they come together to establish a new family.
- Who is in the entrance procession and who goes first?
The reader will go first, followed by the priest, and then the wedding party with the bride and groom escorted by their parents, or walking down the aisle together.
- Where do the bride and groom sit?
Since you are the ministers of the sacrament of marriage, you will have a place in the sanctuary that allows you to face the rest of the assembly. Since the Rite of Marriage does not mention kneelers, there will be no kneelers in front of you.
- Where are the bride and groom during the wedding ceremony?
You will be in front of the table/altar and facing the assembly you have invited to witness and celebrate your marriage. Since this is the most important promise you will ever make, I will encourage you to say your vows to one another directly.
- What happens during the gathering rite?
The priest or deacon will ask you (the bride and groom) what you are asking of the church. Then, he will ask the best man and maid/matron of honor to give witness to your readiness to be married. Finally, he will ask the assembly if they are ready to help you in your new life as husband and wife.

- **Signing of the Marriage License**
The signing of the marriage certificates will take place after the service and **before pictures are taken**. WHO SIGNS? – the priest or deacon, the bride and groom, and the two witnesses. The priest will return the license to the County Clerk.
- **Your Wedding Attendants**
Your attendants need not be Catholic, but no matter what their faith may be, we would ask that they be people of faith.
- **Flowers**
Having flowers for the church is completely optional.
- **Unity Candle**
Occasionally a unity candle has become a part of wedding ceremonies, but it is not an official part of the Church ritual and is therefore optional.
- **Photographer - Videographer**
It is best to work with the professionals. These men and women are familiar with the work and can do a good job with the least possible distraction. Pictures may be taken during the wedding ceremony. However, it should be remembered that common sense ought to be used whenever pictures are taken. If possible, please limit the picture taking after Mass to your photographer and your attendants exclusively. Picture taking by your guests should be charitably discouraged. These distractions can interfere with the mood and solemnity of your wedding celebration. None of your guests are to leave their pews to video or photograph the celebration. Only the photographer you have hired is permitted to move about the church. Please ask the photographer/videographer to speak with the priest or deacon prior to the ceremony.
- **Aisle runner (not encouraged because of safety concerns)**
The center aisle in church is 75 feet long.

- Involving Others in the Celebration

The sacrament of marriage provides a variety of opportunities to involve others in the celebration. When considering who to invite, consider those who may already be involved in these ministries in their parish and/or those who will be comfortable and able to perform them. They include:

greeters/ushers - 2 people

readers - 2 people

general intercessions – 1 person (or 2)

Additionally, when the Eucharist is part of the ceremony:

gift bearers – 2 people

communion ministers – 2 people for the Precious Blood

- Marriage Witnesses

State law, as well as Church law, requires two adult witnesses for the validity of your marriage. Your witnesses must be eighteen (18) years of age, but they do not have to be Catholic. They may be your best man or maid/matron of honor, other members of your wedding party, parents, etc. In any event, they must be present for your wedding to be true witnesses.

- Ushers/Greeters (Men or Women)

Your ushers will assist you and the wedding party in greeting and seating your guests. If you have a white runner, they will pull it down the aisle at the beginning and dispose of it after the ceremony. After the ceremony, they are responsible for the interior and exterior of the church being left in the manner you found it, e.g. checking the pews for lost articles and clearing away all foreign objects, such as film wrappings, orders of worship, etc. Both ushers are asked to be present for the rehearsal so their responsibilities can be explained to them. Ushers should be present at least 30 minutes before the wedding ceremony.

- Banns of Matrimony

Public announcements of your marriage are made in the parish bulletin three Sundays prior to your marriage date. If you are a member of another parish, please call that parish and have them print your banns in their bulletin as well. These announcements are made to give the Christian Community an opportunity to respond to your intentions of marriage.

- Marriage with a Non-Catholic

It is generally presumed that a marriage with a non-Catholic will be celebrated without the Eucharist. Our deacon is able to preside at this liturgy and witness your marriage. This is done so that all those present can fully participate in the entire liturgy. It is not necessary to celebrate Eucharist as part of the wedding liturgy. The Rite of Marriage outside of Mass is a beautiful ritual. Ministers of the non-Catholic spouse are most welcome to participate in the ceremony. A marriage with a non-Catholic may also take place in a church other than Catholic after obtaining the proper permission from the Catholic Church.

A marriage with a non-Catholic is a special opportunity for unity among Christians and for growth in mutual respect. It also raises many questions about how the couple and family will share faith. You are urged to discuss these issues beforehand and especially during the preparation process. The Catholic party is expected to take responsibility for the faith of any children born of the marriage. Specifically, the Catholic person will be asked to sign the following promise:

"I reaffirm my faith in Jesus Christ, and with God's help, intend to continue living that faith in the Catholic Church. I promise to do all in my power to share the faith I have received with our children by having them baptized and reared as Catholics."

Selecting Scripture

This may be the first time you will be asked to pick readings from Scripture. We will provide you a book called **“United in Christ”** to help you select your readings; however, you are not limited to these. Once you have chosen your readings, write down how they reflect your understanding of your vocation of marriage. They will be helpful as you select your music. Bring them to your last meeting with the priest or deacon so he can prepare a homily integrating your own ideas and words.

General Intercessions/Prayer of the Faithful

You will find the Prayer of the Faithful in the **“United in Christ”** booklet on pages 86-87. Please personalize it for your wedding. You will need to make a copy for the person you select to read them at the wedding. Remember to also bring a copy to the rehearsal.

Music Planning

Since it is the bride and groom who are the ministers of the sacrament of marriage, it is essential that you are comfortable with the ceremony and take an active part in planning the liturgy. Christina Kuenzi, from our staff, is responsible for helping you plan the music for your wedding. Normally, our cantors and Christina are the musicians for all parish weddings. She will help in the selection of any other musicians you desire. You are responsible for contacting her **three-four months before** your wedding. Please call Christina at 262-754-0160 or email ckuenzi@hanb.org

As you begin to prepare the liturgy and music for your marriage celebration, we would like to take this opportunity to explain the basic principles we follow in preparing all liturgical celebrations here at Holy Apostles Parish.

The goal of your preparation is to encourage the participation of all who gather to celebrate your marriage. Singing by the assembly at a wedding expresses the joy and unity of the people gathered. It is an attractive and meaningful way of inviting guests to actually participate rather than remain spectators throughout the liturgy.

The assembly at most weddings will be a mixture— members of the local church, visitors from other churches, people of Catholic background now inactive, alienated Catholics, Christians from other

denominations, persons of other faiths, agnostics and atheists. For those who will be unfamiliar with worship in this community, we need to do everything possible to make them welcome and help them understand our prayer.

Order of Worships (sometimes referred to as “programs”) can be used for your wedding to assist your guests in following the outline of the liturgy and participating as fully as possible; however, we now have projection screens in church for guests to follow along. If you still desire a program for your wedding, the parish (Jan Fredrickson) will provide you with one copy of an Order of Worship template after the music and ritual plans have been finalized. You are welcome to have the program printed on special paper, or include pictures, etc. You can feel confident that the copy we provide has everything listed in the correct order. It would be recommended that you send a copy of your program, prior to printing, to the music director to make sure all the music titles and composer’s names are spelled correctly.

Musicians are chosen because of the ministry they fill and the professional quality of their art. They are normally members of our parish Music Ministry. In the wedding liturgy, the bride and groom are ministers of the sacrament of marriage. Other ministries present in the Sunday assembly also function in the wedding liturgy: ministers of hospitality (greeters and ushers), ministers of the Word (lectors), and ministers of the Eucharist. You will be invited to select people for these ministries.

A cantor, or leader of song, is indispensable at wedding liturgies. The task of this person is to enable and motivate the song of the assembly. This is different from a soloist who usually performs for an assembly, although the roles are not mutually exclusive.

Wedding celebrations are rooted in the expectations and experience of regular Sunday celebrations.

Where Sunday worship is healthy, the goal is simple: couples preparing for marriage will draw on that Sunday experience in planning their wedding. The basic shape and outline of the wedding liturgy is precisely what the assembly does in its celebration each Sunday; therefore, the same elements of the Mass are sung for weddings,

namely — the Responsorial Psalm (please **do not** select from the Psalm selection in the **United in Christ** book); the Gospel Acclamation (Alleluia before the Gospel); the Eucharistic Acclamations (Holy, Holy, Holy, The Mystery of Faith, Great Amen) and the Communion Song.

Particular decisions about choice and placement of wedding music should grow out of three judgments set forth in *Music in Catholic Worship*, the definitive work by the United States Bishops Conference on Liturgy.

- **The liturgical judgment:** Is the music's text, form, placement and style congruent with the nature of the liturgy?
 - **The musical judgment:** Is the music technically, aesthetically and expressively good, irrespective of musical idiom or style?
 - **The pastoral judgment:** Will it help the assembly to pray?
- All styles of music for liturgy — classical, contemporary, and folk — should conform to these principles. All proposals for wedding music selections must be approved by the Mission Director: Music & Liturgy.

Answers to Some Common Questions

Q. I have a friend who would like to sing at my wedding. Is that OK?

A. If the friend or relative is asked to sing a special solo, usually, yes! However, for the leading of sung prayer and liturgical song, we normally ask you to choose from our parish pool of cantors who represent a wide palate of style and sound, both men and women. We suggest you listen to the cantors at Sunday Mass to help you make your decision.

Q. I have a friend that would like to play an instrument at my wedding. Is that OK?

A. Usually, yes, especially if qualified. Discuss the appropriate place and time with Christina. If you desire other instruments, contact Christina, who has contacts in the community and can usually help

you find an appropriate player.

Q. I want a bagpiper to play at my wedding. Is that OK?

A. Yes. But because bagpipes are a very loud instrument, it works best if the bagpiper plays outside the church before and after the ceremony, not inside the church.

Q. Will the musicians be at the wedding rehearsal?

A. No. Our priest and deacon are very familiar with the musical part of the wedding and will be able to instruct you about the timing of the music for the wedding, and when to walk down the aisle.

Q. I heard a lovely piece on the radio (or on a CD), or at a wedding I attended and I would love to have it played at our wedding. Can you do that?

A. We will make every effort to play your favorite pieces. There are a few things to keep in mind:

- if the piece is to be sung, the words must be sacred/religious in nature. Most show tunes, pop songs, love ballads, or opera arias are not appropriate. If you bring the CD or program from another wedding, we can decide if a particular song is appropriate. This is done at the meeting you will have with Christina. Remember that just because a piece is included on a wedding CD from a music store **does not mean it is appropriate for a Catholic sacrament.**
- if we do not own the music in our library, you must provide a keyboard score at least one month before the wedding. Music stores or online sites may be able to help you order the music. (www.musicnotes.com)
- the piece must be of an appropriate length if it is to be included during the wedding, or else you must be willing to let us “cut” the piece as needed.

Q. At another Catholic wedding I heard a piece that your guidelines said was inappropriate. Why did they allow it?

A. Some churches do not enforce the guidelines set forth by the church in the “General Instruction of the Roman Missal.” Some

musicians will also bend the rules sometimes and not at others. Instead of bending the rules for some couples, we feel that it is most fair to everyone to follow the regulations set forth by the Church.

Q. May I play a CD at the wedding instead of having your musicians perform?

A: Pre-recorded music is not permitted during the wedding, as it is not consistent with the guidelines of the church about the solemnity of a wedding sacrament. The purpose of the musicians is not simply to entertain the guests, but to lead them in the sung parts of the liturgy and to inspire them. The church feels that this is best done by live musicians.

Q. With all these guidelines, I'm afraid my wedding music won't reflect my personal style. Can you help?

A. Yes! Don't be put off by the various rules and regulations; you still have a lot of choices open to you. You can choose from a variety of styles, you can choose to have a lot of vocal music or very little, and you can choose to add additional instruments. The mood of your wedding music can be exuberant and majestic, or quiet, reflective, and romantic. The only thing that the church asks you to remember is that your wedding is a sacrament of the church witnessed by a priest or deacon. You are not renting the church to "put on your wedding." Instead the church is inviting you to participate in one of its sacraments, and in return, there are some guidelines to follow.

Q. I don't want any singing at my wedding. Is that possible?

A. Most of the selections at your wedding can be instrumental only. However the liturgy requires that a few pieces be sung—the Responsorial Psalm, the Gospel Acclamation, and the Ordinary of the Mass (the "Mass parts"). These are considered part of the prayers, and they need to be led by the cantor.

Q. Can I have my wedding live streamed by Holy Apostles?

- A.** Yes! We can live stream your wedding if this is of interest to you. **Our fee is \$50** and we ask that you pay in cash or by check directly to the videographer. Jan Fredrickson can let you know, in advance, the name of the videographer and send you the link for live streaming. Here is the link: [Holy Apostles Parish New Berlin - YouTube](#)

Final Meeting

The priest or deacon witnessing your marriage would like to meet with you a few weeks before the wedding to discuss the liturgy you have prepared, the readings you have selected, and what the day means to you. This will help to reconnect from the initial visit and personalize the homily and ceremony. You are to call him for an appointment **four-six weeks before** the wedding. It is also a time to talk about your plans for parish membership.

Marriage License

Where to Apply: Waukesha County Clerk's Office

515 Moreland Blvd., Waukesha

262-548-7010

www.waukeshacounty.gov/marriagelicense

- County Clerk
- Marriage License Information

Marriage licenses are issued by appointment only.

Monday - Thursday 8:30 am - 3:30 pm OR Fridays 7:45 am - 3:30 pm

In addition, they have extended hours—check their website for this info.

When to Apply: It is advisable that you **apply for your license two to three weeks before your wedding day and not more than two months prior** to the ceremony. Appointments are necessary. Consider booking your appointment in advance as their late afternoon and Friday appointments fill quickly. Both applicants must appear together and in-person. Please allow for 30 minutes to complete the application process.

Who May Marry: The minimum age to marry is 18 years of age. Applicants who are 16 or 17 years of age must have both parents' consent or the consent of their legal guardian or court-appointed custodian. Both parents, guardian or custodian of the minor(s) must be present when the application is being made and present photo I.D. to complete and sign a consent form in the County Clerk's office at the Courthouse location.

Waiting Period: Once the marriage license is issued it is valid for 60 days in the State of Wisconsin. There is a three day waiting period before newly issued marriage license can be used.

Fee: The marriage license fee is \$110 payable at the time of application; cash, debit or credit cards are accepted.

Documentation Required: Both applicants must present some form of identification and a document verifying their current address. The easiest way to prove your identification and address is with a current,

non-expired Driver's license or State ID. Other acceptable forms of ID include a passport. Both applicants must present their birth certificates (hospital certificates with footprints or birth registration forms are not acceptable). Certified birth certificates have a statement stating that they are true and correct copies of the birth certificate and have an official seal (this seal could be an embossed seal or a colored seal) obtained from the Register of Deeds' office.

Rehearsal

Rehearsal will normally take about an hour and is usually scheduled the evening before your ceremony. This is done at your first meeting with the priest or deacon. The following are expected to be at your rehearsal:

- Bride, groom, all attendants, parents (if they are to take part in the ceremony), ushers, readers, Eucharistic ministers, gift bearers, and anyone else who will be a participant in the ceremony should be present. Musicians will not be present at the rehearsal.
- All the papers received from the County Clerk's Office are to be given to the priest or deacon on the evening of your wedding rehearsal.

Fees

The fee for a wedding at Holy Apostles is \$425. This includes a fee for the priest or deacon, musician, and church. The fee to livestream is \$50, and \$25 if no livestream (advance slides) and is paid directly to the videographer. The fee for the cantor is \$125 and is paid directly to the cantor. Fees for instrumentalists are also paid directly to them. **All fees should be brought to the rehearsal.** The videographer, cantor, and any other instrumentalist will be given their fee on the day of the wedding.

For a wedding offsite, the fee is \$125 for a deacon and \$100 for a priest and is payable to Holy Apostles.

If we are preparing you for wedding preparation only, the fee is \$100 payable to Holy Apostles.

Most couples discover early in their preparation just how expensive a wedding can be! We encourage you to plan carefully and avoid unnecessary expenditures. We also encourage you to share the joy of your wedding with the poor – those who are commended to our care by the Lord in a

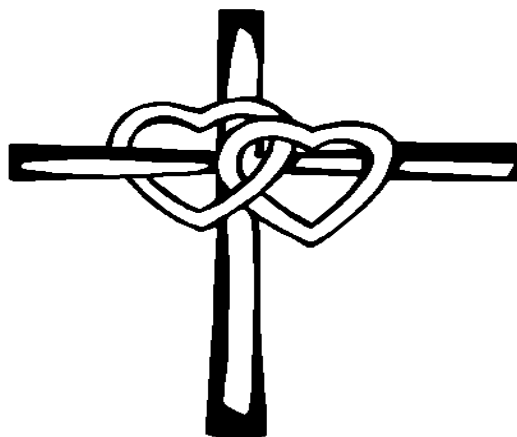
special way. Some possibilities include St. Vincent de Paul, the New Berlin Food Pantry, Catholic Relief Services, or Habitat for Humanity.

Reconciliation (Confession)

Two weeks before you approach your wedding day, we encourage you to take advantage of this great gift of God's mercy and prepare your soul to receive all the graces poured out in your marriage.

Your Wedding Day

You can be assured that the time you have chosen for your wedding is the time it will begin. Your arrival at the church is dependent upon your required last-minute preparations. Generally, everyone should be present at least 30 minutes prior to the wedding. The Rite of Marriage, with Eucharist, will take approximately one hour. The Rite of Marriage, without Eucharist, will take approximately 40 minutes.



Revised May 2025