

## MARRIAGE PREPARATION CHECKLIST

### Step 1

- Meet with a Priest or Deacon and confirm the date of the marriage, receive marriage guidelines, forms and brochures, and take the FOCCUS Assessment tool.
- Review the "Prenuptial Inquiry" with the presiding Priest or Deacon, consulting this clergy as to whether an annulment or dispensation is needed or special circumstances exist.
- Request Official Baptism Certificates with a parish seal from parish of baptism within the 9-months of the ceremony. Submit to the Priest or Deacon.
- Affidavits of Free Status (two copies per person) to be completed at any Catholic church by family members or friends of long standing (even if not Catholic), witnessed, and affixed with the church seal. Submit to Priest or Deacon.

### Step 2

- Review FOCCUS Assessment results with volunteer couple or staff representative.

### Step 3

- Schedule Marriage Preparation classes—If possible, take in this order and spread out, one class a month or so.
  - A) Skills building class (Love for Life or Engaged Encounter; *either option is sufficient*)
  - B) God's Plan for a Joy Filled Marriage
  - C) Natural Family Planning (4 month process)
- Attend Engaged Classes and submit Certificate of Attendance to Priest or Deacon for inclusion in file. Meet or check in with Priest or Deacon after each class.
- Call to confirm with the Priest or Deacon the date, time and place of wedding.

### Step 4 (If getting married at OLPH)

- Make an appointment with the Wedding Coordinator, or she will contact you a month or two before the wedding.
- Confirm rehearsal date and time with Wedding Coordinator.
- Plan Wedding Liturgy with Wedding Coordinator prior to the wedding date. A booklet "Together for Life" will be given to you to help pick out readings and prayers.

### Step 5

- A CD of wedding music and song suggestions will be made available to you for your review to help pick out music.
- Contact Terry Temple, our Music Director, and discuss music for the wedding liturgy.

### Step 6

- Obtain Marriage License at the Office of Clerk of Superior Court, 601 W. Jackson Ave., in Phoenix, within 30 days of your wedding date. Hours for both the Phoenix and the Mesa Clerk's Office locations are Monday through Friday, 8:00 a.m. to 5:00 p.m. The phone number for the Phoenix office is 602-506-7400.
- Call the Priest or Deacon to verify that all necessary paperwork is present in your file.

### Step 7

- Bring Marriage License with you to the rehearsal and submit to the Wedding Coordinator.
- Pay all appropriate fees to Wedding Coordinator at the Rehearsal: Church: \$100.00; Wedding Coordinator, Mary Grace Wargo: \$100.00; Music, Terry Temple: \$150; Celebrant, gift may be given, but not necessary.

### Step 8

- Inquire at the parish about Marriage Enrichment opportunities for you and your spouse after you are married.

### Step 9

- Go to Confession at least one week before your wedding and spiritually prepare to receive the grace of your Sacrament of Marriage.