

WEDDING CHECKLIST – SURFERS PARISH- surfers@bne.catholic.net.au

I have completed the online application form
(<https://fs19.formsite.com/paulkelly/form14/index>)

For weddings to be conducted within the bounds of this parish, and by priests of this parish, any meetings prior to the wedding occur at the parish office and not at the church, unless otherwise specified. The parish church address is:

Surfers Paradise Catholic Parish. Parish Office. 50 Fairway Drive. Clear Island Waters, Queensland, 4226

Book a Marriage Preparation Course as soon as possible and undertake it. It is best to do the preparation course soon after booking this wedding. Please do not leave this too close to the wedding date.

IF distance or time is a difficulty: try this online course, which has been highly recommended. - <https://smartloving.org/engaged/>

Or

see the Centacare website:

<https://centacarebrisbane.net.au/marriage-and-relationship/pre-marriage-education/>).

(Other approved marriage preparation courses can be undertaken for people who live in areas where Centacare is not available).

Please inform the parish of your completion of the marriage preparation course. (At the end of the course, you will receive a letter or certificate of completion. Please send us a copy of this completion letter or certificate, for our records).

Obtain the following documents. These are needed to fulfil Federal law and Church requirements.

The originals need to be sighted by the Celebrant.

(from groom and bride).

- Full Birth Certificates,
- Passports
- Drivers Licence,
- Baptismal/Christening Certificate – recent copy from the church of the Baptism;
- If applicable: Sacrament of Confirmation certificate. Please send us copies of this as quickly as possible, even by email, and then you can show us the originals when we meet.

If you have asked a visiting priest to perform the marriage, they need to contact us at the parish to confirm this. Please ensure that this document – linked here, is sent to the priest so that he can fill it out and return it to us at the parish office at Surfers Paradise. <https://surfersparadiseparish.com.au/wp-content/uploads/sites/892/2023/03/letter-of-permission-by-visiting-priest-from-outside-for-a-wedding.pdf> . Usually when a visiting priest comes in to perform the wedding , the wedding couple pay the priest separately for his service. However, the local church fees and musicians fees etc also remain.

<p>At about <u>three months prior to the wedding</u>, please make contact with the celebrant and arrange a time to meet and sign documents and to discuss the wedding. Please have the documents, mentioned above, ready.</p> <p>(According to Federal law, some key wedding documents must be signed <u>no later than a month and a day</u> prior to the wedding date. If the cutoff date is missed, marriage is not permitted by law).</p>	
<p>For people marrying here in this parish of Surfers Paradise (including Clear Island Waters, Surfers Paradise or Broadbeach), the fee for the wedding will be \$1250. (This amount includes paperwork for the wedding, use of the church and a person who sets up and closes up, a donation to the priest, an organist/vocalist, and flowers)</p> <p>We require a deposit of \$400 to hold this booking. The balance of your booking fee of \$850 must be paid no later than one month prior to the date of marriage. Payments may be made by cheque or money order made payable to “Surfers Paradise Catholic Parish” by the secure Bpoint portal:</p> <p>https://www.bpoint.com.au/pay/catholicparishsurfersparadise?BillerCode=1999390</p> <p>Also, Please email us when you have completed this online payment, as a handy cross-check.</p>	
<p>The time, date, and location of the wedding cannot be changed without the prior approval of the priest-celebrant. The official time, date, and location of the wedding is based on what the priest/celebrant has in his diary and in the parish diary of the place of the wedding. Please be sure that if any changes are made that these changes are indeed reflected in the diaries of all parties.</p>	
<p>If there is any reason the wedding needs to be postponed or canceled, please contact the parish as soon as possible (and confirmation of this postponement or cancellation in writing, would be appreciated). Email – surfers@bne.catholic.net.au or post to Surfers Paradise Catholic Parish. Parish Office. 50 Fairway Drive. Clear Island Waters, Queensland, 4226</p>	
<p>Usually, the wedding ceremony booklet is printed by the wedding couple. We have the template of the ceremony below, but we assume that you will be printing the copies of the booklet for the wedding day unless you otherwise arrange. If the parish prints the booklets there will be an extra charge.</p>	

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Please Visit the following link to prepare the Ceremony booklet, and please choose options.

These document templates below allow you to copy and paste various options to produce your wedding order of service. (Please note that in a Catholic wedding ceremony, the format for the ceremony has a set pattern. Readings must be from the Christian Bible and cannot be replaced with other texts)

Wedding Prayer Ceremony template. (also known as a simple wedding ceremony)-

<https://surfersparadiseparish.com.au/wp-content/uploads/sites/892/2023/03/Wedding-prayer-Ceremony-simple-template-draft-2023.docx>

Wedding Mass Ceremony template –(for weddings with Holy Communion included)

<https://surfersparadiseparish.com.au/wp-content/uploads/sites/892/2023/03/Nuptial-Wedding-Mass-Ceremony-template-draft-2023.docx>

Wedding Prayer service - extra choices/ options:

<https://surfersparadiseparish.com.au/wp-content/uploads/sites/892/2023/03/WEDDING-PRAYER-CEREMONY-EXTRA-choices-AS-AT-2023.docx>

Wedding Mass – extra choices/options:

<https://surfersparadiseparish.com.au/wp-content/uploads/sites/892/2023/03/WEDDING-MASS-CEREMONY-EXTRA-choices-AS-AT-2023.docx>

I have contacted the parish musician (if they are required) and discussed music options. Our local parish keyboardist and vocalist is christeenharth@gmail.com

HAVE SENT A FINAL DRAFT OF THE WEDDING CEREMONY BOOKLET TO THE PRIEST FOR APPROVAL WELL BEFORE THE WEDDING DAY

I WILL BRING ALONG A COPY OF THE FINAL WEDDING BOOKLET ON THE PRACTICE NIGHT