

St. Francis Xavier Catholic Church

Wedding Information and Guidelines



Church Address:
3801 Scott Rd. Burbank, CA 91504

Phone:
818-504-4400

Website:
www.sfxburbank.com

CONGRATULATIONS!

As you plan to start a life together by receiving the Sacrament of Holy Matrimony, the St. Francis Xavier Community congratulates you and wishes you blessings and prayers.

When the Catholic Church teaches that marriage between two baptized persons is a sacrament, it is saying that the couple's relationship expresses in a unique way the unbreakable bond of love between Christ and his people. In a sacramental marriage, God's love becomes present to the spouses in their total union and also flows through them to their family and community. By their permanent, faithful and exclusive giving to each other, the couple reveals something of God's unconditional love.

A valid Sacrament of Matrimony requires the presence of a priest or deacon, the bride, the groom, and two witnesses. The bride and groom are the real ministers of the sacrament, because their 'consent' makes them husband and wife. The priest or deacon is an official witness for the Church.

PROCESS AND REQUIREMENTS

FIRST CONTACT: As soon as a couple decides they want to be married in the Catholic Church, contact the Parish Office at 818-504-4400. The Parish Office will take down some initial information and start the process for you. The wedding fee and contract need to be complete before the parish office can reserve the date.

INTERVIEW: Once the parish office has your information, you will need to contact the pastor for an interview. This interview should take place 6 months before the actual wedding date.

DOCUMENTS:

The following documents must be submitted to the parish office through the presiding priest at least one month prior to the wedding date.

- Baptism Certificate (dated within six months of the wedding)
- Freedom to Marry/ Witness Form
- Retreat Certificate
- Marriage License (The marriage license is valid for 90 days. Information about the Registrar-Recorder may be accessed on the internet <https://www.lavote.net/home/county-clerk/marriage-licenses-ceremonies/general-info>.)

WEDDING COORDINATOR: Contact the wedding coordinator, Yvette Rubio at least four months prior to your wedding date. The coordinator will explain to you the entire process related to the Wedding Liturgy. Using the booklet Together in Life she will help you to select the readings and prayers for the wedding liturgy. She will also review the rules regarding the environment of the church. She will conduct the rehearsal and be present to assist on your wedding day. You can reach Yvette on her cell at 818-378-9616.

MUSIC FOR THE LITURGY: Music plays a vital role in worship, The wedding coordinator will provide a list of approved musicians, or review the rules for outside musicians. Fees for musicians are separate from the church fees.

ALTAR SERVERS: If you wish to bring your own servers, please notify the wedding coordinator in advance. Altar servers are not required for wedding liturgies.

RETREAT: Attending the Catholic Engaged Encounter Program is a vital part of the preparation. There are two options: A one-day retreat or weekend retreat.

The weekend retreat is offered at St. Mary's Seminary in Santa Barbara and the DePaul Retreat Center in Montebello.

- For information: www.CEEofLA.org or call (805) 529-0245
- For Spanish: [www. Encdenoviouslosangeles.com](http://www.Encdenoviouslosangeles.com)

A one-day retreat is offered at different parishes in the Archdiocese of Los Angeles. For information call the St. Francis Xavier's Parish Office : 818-504-4400.

FEES

Church Fee	\$600.00
Musician	not included, payment is made directly to the musician
Flowers	not included
Priest's Gift (suggested)	\$100.00
Outside Priest	an additional \$100.00 to St. Francis Xavier

Be sure to...

- Contact the Parish Office a minimum of six months prior to your desired wedding date.
- Consult with the Parish Priest before booking the reception venue.
- Pay the church fees at the time that you sign the “Hold the Date Contract.”
- Register for the engagement encounter retreat three months prior to attending.
- Contact the wedding coordinator four months prior to the wedding.
- Meet with the presiding priest at least one month before the wedding date with all the required documents.