

II. The Process

As is true with all-important matters, there is a procedure that must be respected to make your day a reality on both the practical and spiritual level. Please read the following carefully and if you have any questions, contact the parish administrator, Annette Bancheri.

- a. Contact the parish office to obtain initial marriage request information.
- b. The Archdiocese of Toronto requires one year's notice of your intention to marry to ensure that you have adequate time for proper preparation necessary for marriage.
- c. If either of you has been married before, whether in or out of the Catholic Church, NO DATE can be set until you have discussed this fully with the pastor. Canon law clearly states that marriage arrangements CANNOT proceed until all matters arising from previous marriages have been settled.
- d. If you have received a DECLARATION OF ANNULMENT from the Church, you are required to provide documentation confirming this. A wedding date cannot be set until permission is obtained from the Chancery Office.
- e. You are required to provide a copy of your **BAPTISMAL CERTIFICATE** ISSUED NO MORE THAN **SIX MONTHS PRIOR TO YOUR WEDDING DATE**. This is to ensure that no previous marriage has taken place in the Roman Catholic Church. Please request this certificate from the parish church where you were baptized. If you encounter problems, please notify our parish office.
- f. Even when a wedding date has been established, this date is tentative. Your marriage on that date is not guaranteed; it is conditional upon you getting all the prerequisites done in a timely fashion. This includes the successful completion of a **MARRIAGE PREPARATION COURSE**. In the Archdiocese of Toronto, this course is **mandatory**. It is your responsibility to call and make a booking as soon as the wedding date is set. A **Certificate of Completion** must be presented to the parish administrator before your wedding.

EVENING SESSIONS

Archdiocese of Toronto, Catholic Family Services

416-921-1163 www.cfstoronto.com

(Courses for those married civilly, cohabiting or previously married are ONLY offered through the Archdiocese of Toronto).

LOCAL PARISH

CHECK WEBSITE FOR A LOCAL PARISH NEAR YOU THAT OFFERS THE COURSE.

WEEKEND RETREAT

St. Francis Centre, Caledon

519-941-1747 stfranciscentre@rogers.com

- g. If you would like to ask a priest or deacon who is a relative or friend of the family to preside at your ceremony, you may do so. However, he must have a valid registration number as a person authorized to solemnize marriage in the Province of Ontario. The stipend/fee for the wedding remains the same. ANY EXTRA FEE FOR THE VISITING PRIEST IS AT YOUR DISCRETION.

IT IS THE COUPLE'S RESPONSIBILITY TO MAKE SURE THAT THE PARISH OFFICE IS INFORMED OF THE VISITING PRIEST'S LICENSE NUMBER **ONE MONTH PRIOR** TO THE WEDDING DATE.

- h. Mass booklets are not necessary. If you are planning to have one, please prepare a draft copy for review by the wedding coordinator.

i. **Documentation Needed**

▪ **Baptismal Certificate**

(REFER TO POINT E. UNDER THE PROCESS)

▪ **Marriage Preparation Certificate**

(REFER TO POINT F. UNDER THE PROCESS)

▪ **Marriage License**

(PURSUANT TO ONTARIO LAW, ST. BENEDICT PARISH REQUIRES A LICENSE. IT IS YOUR RESPONSIBILITY TO APPLY FOR THE MARRIAGE LICENSE BY CONTACTING THE OFFICE OF THE REGISTRAR GENERAL AT **1-800-461-2156** TO DETERMINE THE NEAREST OFFICE IN YOUR AREA)

FOR YOUR **MARRIAGE LICENSE**,
APPLY **ONLY THREE MONTHS PRIOR** TO THE DATE OF THE WEDDING.