

The Catholic Wedding Checklist



Redemptorist Church of Our Mother of Perpetual Help,
Ipoh Garden, Ipoh.

Parish Office Telephone No.: 05-5458220 / Fax No.: 05-5468495 / email:
omhip@gmail.com

The Catholic Wedding Checklist

- 1 Contact your Parish Priest to arrange for your **first appointment** at least **6 months** before your intended wedding date.
- 2 Bring along the following **documents**: A recent baptism certificate-extract issued by the Church where you were baptized. This extract must be dated within 6 months before the date of the wedding.
- 3 Complete the “**Notification-of-Marriage**” Form (pink). Hand this Form to the Parish Office as soon as possible after filling in the relevant details required.
- 4 Obtain a **letter from your Parish Priest** if you reside in another parish. This letter is required only if you wish to have the sacrament and ceremony of marriage performed at the Church of Our Mother of Perpetual Help, Ipoh. This may take the form of a written letter of permission or a letter stating that the parish priest has “no objection” to the wedding.
- 5 Enrol for a **Marriage Preparation Course** (e.g. Evening for the Engaged programme) in your parish. Please enquire early for the next intake of applicants for the programme to avoid disappointment.
- 6 After your Marriage Preparation Course, you will be issued with a **certificate or a letter by the presenters** of the course stating that you have successfully completed the marriage preparation programme. Submit a photocopy of this certificate/letter to the Parish Office.
- 7 Make an appointment with the Parish Priest for the **Pre-Nuptial Enquiry**. He will assist you in completing a “Pre-Nuptial Form” for the official records.
- 8 Application for **Dispensation from Impediment** of Mixed Religion or Disparity of Worship or Disparity of Cult.
- 9 **Statement of Promise** to be signed in the presence of a witness before applying to the Ordinary/Bishop/Vicar-General for Dispensation from Impediment of Marriage
- 10 Application for **Government Marriage Certificate** to be made at least 4 months before the actual date of the Church Wedding. Please present your application to the Government Registry of Marriages. (Documents Required: Birth Certificates, I.C.s, 2 Passport-size Photographs per person, Names and I.C.s of 2 adult witnesses, RM20 Postage Stamp).

- 11 Submit one photocopy of your **Government Marriage Certificate** (issued by the Government Registrar of Marriages) to the Parish Office.
- 12 **Reconfirm** date, time, place of wedding ceremony, choir arrangements, reader and/or commentator, liturgy booklet, wedding rehearsal with celebrant/presider with parish secretary.
- 13 **LITURGY MATTERS**
Please consult parish secretary concerning:
 - wedding booklet
 - choir
 - altar-servers
 - readers/lectors for scripture readings
 - commentator/master-of-ceremonies
 - best-man, brides-maid
 - 2 adult witnesses
 - church decorations (Wedding Aisle, floral etc.)
 - photographing & video recording
- 14 **DRESS CODE:-** Proper wedding dress attire *should be observed* for Church wedding.
 - Dress code for Bride, Brides-maid, flower-girls
There should be NO sleeveless, NO bare-back, NO low-cut gowns, etc....
 - Dress code for Groom, Best-man, ring bearers
Formal wedding attire.
- 15 **Gift Offering to the Church** – Marriage Fees.
Please consult parish secretary.
- 16 Please note that we do not allow **THROWING OF FLOWER PETALS, CONFETTI, ETC., INSIDE THE CHURCH.**

Notes:



**Redemptorist Church of Our Mother of
Perpetual Help, Ipoh Garden, Ipoh.**

Parish Office Telephone No.: 05-5458220 / Fax
No.: 05-5468495 / email: omhip@gmail.com