

254 Wall Street

W. Long Branch, NJ 07764

Phone: 732-222-1424 Fax: 732-222-2291

**Marriage Preparation Timeline and Checklist**

**BRIDE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GROOM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Contacts:

 Wedding Coordinator: Pat Carvalho pcarweddings@gmail.com – 848-466-0807

 Deacon Lou: shawdowlakekids@aol.com – 732-741-2620

 Georgie Mandica: office@ladyofhopeparish.org – 732-222-1424

 Father PJ: fpj@ladyofhopeparish.org

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| 1. Date of Initial Interview \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Sign and date wedding guidelines Dispensation/Permission needed? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Initial Installment of Church Fee ($300 made payable to Lady of Hope Parish) Choose an organist: Rob MacReynolds – arrowkeys@robmac88.org 732-685-7944 Mary Zeffiro – marysingsforjesus@gmail.com 732-939-0596 Chris Adams – csadams@csadams.com 732-807-5665  |
| 1. Schedule Pre-Cana (at least ***nine months*** before wedding date)

 Check Diocese of Trenton’s website for schedule at dioceseoftrenton.org/precana |
| 1. Contact Deacon Lou to sign up for FOCCUS (schedule at least ***six months*** before wedding date)

 Submit Baptismal Records w/Notations to the Parish Office |
| 1. Contact Deacon Lou for Second Interview (schedule at least ***three months*** before wedding date)

 Discuss FOCCUS results Submit Pre-Cana Certificate Second Installment of Church Fee ($300 made payable to Lady of Hope Parish)  |
| 1. Contact Parish Office to schedule Third Interview with pastor (schedule at least ***one month*** before wedding date) to discuss:

 Wedding Liturgy Plan Reading selections All Paperwork should be received by the Parish Office at this time, including Form C-1 (Residence of the Couple After They Are Married) Submit Final Installment of Church Fee ($300 made payable to Lady of Hope Parish) |
| 1. Apply for Marriage License (***two weeks*** before wedding date)

 If convalidating marriage, need Certificate of Remarriage from town |
| 1. Rehearsal Date and Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Bring Marriage License  |
| 1. Wedding Date and Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 SMILE and RELAX, YOU’RE ON!! |