



St. Louis Bertrand Church
1104 S. Sixth St. Louisville, KY 40203
(502) 583-4448

Welcome to St. Louis Bertrand

The staff of St. Louis Bertrand Church is happy to help you to prepare for your wedding. Our policies and procedures are meant to ensure that your celebration is rich in meaning and faithful to God's plan for marriage in the Church, both for those who are being married and those attending the celebration. Our policies and procedures are established with these ends in mind.

General Policies and Procedures

1. At least one party must be Catholic. Both parties must be free to marry, according to civil laws and Church law. [This is something we can help determine in our first meeting with you, and something that has to be settled before we can reserve an available date and time for your celebration.]
2. Weddings can be celebrated on Saturdays at 2 p.m. or 6:30 p.m. Friday night weddings at 6:00pm are also possible. The bridal party, florist, photographer, videographer, etc. may arrive 1 hour prior to the wedding time and need to vacate the premises 1.5 hours after the start time. [We cannot celebrate weddings when they conflict with major feasts and holy days of the Church year, or major activities of the parish, and usually not during Lent.]
3. After a successful first meeting with a priest or deacon from our parish staff, we can reserve a date for your celebration. That first meeting can be arranged by calling our parish office during ordinary working hours (502-583-4448, ext. 242). The reservation is set after your wedding stipend is paid in full.
4. For parishioners of St. Louis Bertrand, the total wedding stipend is \$750, if
 - a. One party is a registered member of the parish for at least a year before the wedding preparation is begun, and
 - b. The registered member has a record of supporting the parish for one year.

For non-parishioners, the stipend for the wedding is \$1,700.

Canceled wedding stipends will be donated to the St. Louis Bertrand Emergency Aid Center.

5. NO ALCOHOLIC BEVERAGES or ILLEGAL DRUGS are permitted on the property. If they are discovered, THE WEDDING WILL BE CANCELED IMMEDIATELY, and no refund given. All buildings are smoke free.
6. Preparations for your marriage are best begun a year to nine months before your wedding date. They involve several meetings to prepare for the lifelong commitment of marriage and family life, especially what this means for the Catholic parties involved. The bishops of the United States all require that your preparation includes attending a diocesan approved pre-marital program, usually a day or weekend long. [We can provide information about those provided in the Archdiocese of Louisville.]
7. You are welcome to invite a celebrant from another parish to celebrate your wedding. The priest or deacon must have faculties with the Archdiocese of Louisville or provide documentation of faculties from his diocese or religious congregation. He will be asked to sign a document accepting responsibility for the preparation and celebration of the wedding.
8. Rehearsals are scheduled at 5pm and 6pm on the Friday before the wedding and last no longer than an hour. The celebrant for your wedding should conduct your rehearsal. If he is unable to attend, he needs to inform the pastor. [Please bring your marriage license to the rehearsal and give it to the celebrant whose responsibility it is to complete it.]
9. An organist is included in your wedding agreement with us, as is an assistant to help with the rehearsal and the wedding itself. A VOCALIST/CANTOR IS NOT INCLUDED and must be hired separately by the wedding couple if the wedding is celebrated at Mass. You may also provide your own musicians who can assist in the celebration as is fit. [You are responsible for both the rehearsal and performance costs for your vocalists and musicians.] The music selections should be approved by the organist and the celebrant. Ultimately, the pastor of the parish is final arbiter of celebrations.
10. For safety reasons, an aisle runner cannot be used in our Church. Likewise, rice, birdseed, confetti, glitter, real or artificial flower petals, and balloons are not allowed in the Church or on the property. [Flower girls can carry flowers, but not scatter the petals.] Please refrain from chewing gum in the church.
11. The bride, bridesmaids, groom, and groomsmen must come dressed for the wedding. We do not have changing rooms. The bride and bridesmaids may gather in the Heritage Room in the Parish Center for final preparations. Groom and groomsmen may gather in the Server Sacristy on the south side of the front of the church.
12. St. Louis Bertrand Church cannot be held responsible for the theft of your goods on our property; you must make your own provisions for their safekeeping, e.g., locking what you

cannot carry in the trunk of your car. If you wish to employ a security guard for your wedding, please contact the parish office.

13. The church is a sacred space, a place of worship, and we ask that your entire wedding celebration give that due respect, as well as respecting the rest of our property while you are our guests.

More Specific Policies Involving Marriage Celebrations Here

Policies for the Florist and Involving Decorations

- Flowers cannot be delivered until **after 1:00 pm** on the day of the wedding.
- No aisle runner is permitted due to the danger of slippage on the floor.
- Bows may be attached to the pews with ribbon. No pins, wires, hooks or tape may be used.
- Entrances to individual rows may not be cordoned off.
- Flowers may be placed at the steps at the base of the cross but may never obscure the pulpit or Altar.
- The Baptismal Font is reserved for the Sacrament of Baptism. Flowers may be placed on the floor in front or back of the font, but never on the font.
- The florist is responsible for removal of all boxes, paper and other debris related to the flowers.
- Decorations on the pews **must be removed immediately** after the wedding, either by the florist or the family.
- The hand railings in front of Church must have **no decorations** of any kind due to safety issues.
- **ALL CANDLES, BOWS AND OTHER DECORATIONS MUST BE REMOVED IMMEDIATELY AFTER THE CEREMONY OR THEY WILL BE THROWN OUT.**

Policies for the Photographer/Videographer

- Photographers and videographers are welcome to take pictures during the entrance and exit of the wedding party.
- During the Service, photographers and videographers are allowed **ONLY** in the choir loft.
- St. Louis Bertrand is a house of worship at all times, and is to be respected as such during the photo shoot. Dress and behavior should be respectful.
- The use of flash photography during any liturgical celebration, including weddings, is prohibited.
- Photos for a 2pm Saturday wedding are from 1pm-2pm
- Photos for a 6:30pm Saturday wedding are from 5:30pm-6:30pm
- Tape is **not to be used** on the walls, floors, or podiums.

- The liturgical environment is not to be altered in order to accommodate the photo shoot. No liturgical furnishings, e.g. candles, chairs, etc... are to be moved.

Policies for Music Selections and Already Approved Music

St. Louis Bertrand upholds the Roman Catholic Church's guidelines regarding appropriate music for all liturgical celebrations, including weddings. All texts must be suitable for use in the liturgy, are to be directed toward God (sacred) and be free of associations which render them inappropriate. While popular songs and secular music have no place in the wedding liturgy, they may very appropriately be sung at your wedding reception. No recorded music or accompaniment tapes may be used at the wedding liturgy. The style of music chosen should also be within the realm of what is normally used at the Church, be it classical or contemporary.

Instrumentalists, vocalists or cantors are placed in the choir loft.

Certain parts of the liturgy are to be sung by all present: Gloria, the Responsorial Psalm, Gospel Acclamation, Holy, Holy, Memorial Acclamation, Amen and a hymn during communion. Solos and choral selections are typically best used as part of the Prelude or at the Preparation of the Gifts.

When you have selected your music, call Tony Clemons at 479-3247 for approval.

Groom _____

Date_____

Bride _____

Date_____

Catholic Wedding Songs - Suggestions

Prelude

- Ave Maria- Franz Shubert
- Various classical selections- by organist

Processional

- Bridal March- Wagner
- Air (From Water Music) – Handel
- Canon in D. –Pachabel
- Trumpet Voluntary – Clarke
- St. Anthony Choral – Brahms

Presentation of Gifts

- The Wedding Song - anon.
- The Gift of Love - arr. Hopson
- I Have Loved You - Joncas
- Prayer of St. Francis – Sebastian Temple
- Servant Song - McGarill
- The Lord is Kind and Merciful - Haugen
- Wherever You Go - Weston Priory
- Jesu, Joy (Instrumental best) – Bach

Communion

- Jesu, Joy (Instrumental best) – Bach
- Panis Angelicus - Cesar Franck
- One Bread, One Body - Foley
- Here I Am Lord - Schutte
- On Eagles Wings - Joncas
- Gift of Finest Wheat - Kreutz
- Taste and See - Moore
- I Have Loved You

Recessional

- Allegro Maestoso (from Water Music) - Handel
- Joyful, Joyful We Adore You - Hymn, Beethoven
- Ode to Joy - Beethoven
- Rondeau - Mouret
- Psalm 19 - Benedetto Marcello
- Wedding March – Mendlessohn

Instrumental

- Jesu Joy – Bach
- Air on G String – Bach
- Arioso – Bach