

*St. Joseph Church*  
*1294 Makawao Avenue*  
*Makawao, Hawaii 96768*  
*(808) 572-7652*

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Wedding Preparation List

- \_\_\_\_\_ BAPTISMAL CERTIFICATE: this is required for both the bride and groom. The certificates must be sent from the Church at which you were baptized - not the original certificate when you were baptized.
- \_\_\_\_\_ ENGAGED ENCOUNTER WEEKEND: this is a requirement of the Diocese Of Honolulu. A schedule for the Engaged Encounter Weekend can be obtained from the Church office.
- \_\_\_\_\_ FOCCUS: this is a marriage preparation assessment to which you may be invited to participate by the priest/deacon.
- \_\_\_\_\_ LETTER OF FREEDOM TO MARRY: both bride and groom are asked to procure a notarized letter from someone who has known you all your life. They must state under oath that (1) they have known you all your life; (2) you have never been married; (3) you are free to marry.
- \_\_\_\_\_ DISPENSATIONS/PERMISSIONS: The priest/deacon will inform you if any dispensations or permissions are necessary.
- \_\_\_\_\_ DECREE OF ANNULMENT: this is necessary if you have received an annulment from a Church Tribunal for a previous marriage.
- \_\_\_\_\_ WITNESSES: please inform the priest/deacon as to who are your witnesses: Best Man and Maid Of Honor. We need this information for our records.
- \_\_\_\_\_ FINAL MEETING WITH PRIEST/DEACON: please call for a meeting with the priest/deacon at least two weeks prior to the wedding to check that all is prepared properly for your wedding.
- \_\_\_\_\_ MARRIAGE LICENSE FROM THE STATE: be sure to bring the marriage license to the wedding practice or before that time. The priest/deacon needs to fill this out.
- \_\_\_\_\_ WEDDING PRACTICE TIME & DATE: be sure to have this arranged with the priest/deacon far in advance to prevent any complications. The wedding practice could take up to an hour.

(Over)

\_\_\_\_\_ DECORATION DATE & TIME: please arrange the date and time to decorate the church for your wedding with the priest/deacon so that there is no conflict with other functions in the church.

\_\_\_\_\_ MUSIC, FLOWERS, MARRIAGE CANDLES: these arrangements are to be handled by the bride and groom. The Church does not automatically handle these arrangements.

\_\_\_\_\_ PHOTOGRAPHERS/VIDEOS: please check with the priest/deacon ahead of time to discuss the appropriate procedures concerning the taking of photos & videos.

MISCELLANEOUS NOTATIONS: