

YOUR WEDDING AT THE CATHEDRAL BASILICA OF THE IMMACULATE CONCEPTION

Welcome to the Cathedral-Basilica of the Immaculate Conception. We are honored at your having chosen this magnificent and historic cathedral as the setting for your sacramental marriage in the Catholic Church.

Your initial contact will be the Cathedral Parish office with Mrs. Gwyn Franklin at 251-434-1565 to check dates and times for availability of weddings. After the wedding is booked our Wedding Coordinator, Mr. Rennie Brabner will be available to facilitate the use of the Cathedral for this momentous occasion in your lives.

He will be available by appointment to go over various aspects of your wedding celebration. Your discussions will address marriage preparation, music and musicians, photography, flowers and other Cathedral policies including proper etiquette for the wedding party.

Rennie can be reached at 251-377-0259 8AM. until 5 PM. Weekdays as needed or at renniebrabner@bellsouth.net.

Church located at 2 S. Claiborne Street
Mobile, AL 36602

Mailing Address: 400 Government St.
Mobile, AL 36602

FACTS ABOUT THE CATHEDRAL

Construction on the Cathedral began in 1835 and was completed in 1850. The front portico was added in the 1870's and the bell towers were added in the 1890's. In 1962 the Cathedral was designated a Minor Basilica by Pope John XXIII, a distinction only awarded to a select few churches throughout the United States. The most recent restoration was completed in 2004 resulting in the beautiful structure we offer today.

The Cathedral has a seating capacity of approximately 600.

We prefer that weddings not be scheduled during the Lenten season. If a Lenten wedding is scheduled the decorations must be very simple. Nothing on the pews and only two modest arrangements by the altar.

Weddings are typically scheduled on Saturdays at 10:00 a.m., 12:00 noon, 2:00 p.m., 6:30 p.m. or 7:00 p.m. Weddings are not permitted after 7:00 p.m.

The Cathedral has no bridal dressing room. A small room (ordinarily used as the Confessional) is reserved for the bride and her attendants to wait before the wedding begins. The Portier House across the street from the Cathedral on the corner of Conti and Claiborne Streets can be rented for a small fee for the purpose of dressing.

Public parking is available on the streets around the Cathedral. Likewise, the parking lot on the corner of Franklin and Dauphin Streets is available for all weddings held at the Cathedral.

During a Nuptial Mass, Holy Communion under both species will be offered to the Catholic bride and groom. The Eucharist host but not the Precious Blood will be offered to your Catholic guests. Extraordinary Ministers of Holy Communion from other parishes are not permitted to exercise their deputation outside the parish to which they are assigned, and therefore may not participate as Extraordinary Ministers of Holy Communion in the Cathedral.

The Cathedral is equipped with an electronic Carillon bells. You may request that these bells be rung at the conclusion of your wedding ceremony.

MUSIC and MUSICIANS

Music Director: Mr. Paul Hanebuth (251) 434-1573 or cathmusic@bellsouth.net

Music is an important and integral part of Catholic worship, and the music at your wedding will remain in your memories of this special day for a lifetime. Careful selection of appropriate music and musicians will help ensure a joyous, spiritual wedding liturgy. Please adhere to the following guidelines when considering music for your wedding celebration, so that this element of the ceremony will be of the highest possible quality.

The Cathedral music director will oversee all music and musicians for the service. Please make an appointment with the music office at least **six weeks** prior to the wedding to determine music selections, singers and instrumentalists.

All musicians will be booked and coordinated by the music director who will be responsible for disbursing fees, providing legal appropriate music, music stands and other materials.

Musicians will not be allowed to perform at Cathedral weddings without prior approval from the music director. This policy ensures that musicians are employed solely to enhance the music at weddings, and that their abilities will be utilized in the most effective way.

Compensation for the services provided by the music director is included in the fee paid to the Cathedral so no other booking or coordination fees will be charged.

Photocopied music will not be allowed unless it is a “backup” copy and the legally purchased original is readily available.

All music must be in keeping with the sacred liturgical nature of the ceremony. A list of typical selections will be provided by the music director.

Organ music must be selected from the standard repertoire of music written for the organ.

Vocal texts must be scriptural or Christ-centered.

The music director must approve all selections at least ten days prior to the ceremony.

No secular music, such as selections from movies, operas or musicals may be performed.

All music will be performed live on unamplified instruments appropriate to the liturgy.

The Cathedral will provide an accomplished organist and cantor (song leader) to perform all necessary music for your wedding, the fees for these musicians are included in the fee paid to the Cathedral.

The bride and groom are responsible for paying fees for additional services and musicians. These additional fees are payable to “Cathedral Music” before the wedding rehearsal according to the following schedule:

- * Vocalists and Instrumentalists: Cantors from the Cathedral staff will lead all congregational music, including the Responsorial Psalm, Acclamation before the Gospel, and Eucharistic Acclamations. Additional solo work will cost approximately \$100. Non-staff musicians generally charge about \$150 but the exact fee must be negotiated with each individual musician.
- * Full Choir: The Cathedral-Pontifical Choir (minimum 8 singers) can perform choral works during the Mass and lead congregational singing for \$650.
- * Extra planning meetings (more than two) with the music director will incur an additional fee of \$25.
- * Extra rehearsals (more than one) with non-staff musician(s) will incur an additional \$25 fee.
- * Attendance of the organist for the wedding rehearsal will incur an additional \$25 fee.
- * Late Charges: A \$25 fee will be charged for each piece of music changed within ten days of the wedding.
- * Program Design: The Cathedral staff can design a complete accurate program including all congregational music in your desired format and style for an additional fee of \$50. Printing generally costs and \$125-\$250 depending on the number of copies desired.

The following is a list of approved music for weddings at the Cathedral of the Immaculate Conception. It is recommended that the bride- and groom-to-be familiarize themselves with this music before meeting with the organist.

Prelude Music: Selections from the *Water Music* (Handel)
Selections from “Spring” from the Four Seasons (Vivaldi)
“Jesu, Joy Of Man’s Desiring” (Bach)
“Canon in D” (Pachelbel)

Processionals: *Trumpet Voluntary in D* (Purcell/Clarke), a.k.a. *The Prince of Denmark’s March*
Rigaudon (Campra)
“Hornpipe” from the *Water Music* (G. F. Handel)
Trumpet Tune(Air) in C (Purcell/Clarke)
“Ode to Joy” from the Ninth Symphony (Beethoven)
“Trumpet Tune in D” (Johnson)
“Rondeau” from *Pieces de Concert* (Mouret)
“Processional” from *Crown Imperial* (Walton)

Note: The wedding marches by Wagner and Mendelssohn are not acceptable for use in the Cathedral because of the secular nature of these works.

Vocal Music (for Prelude, Offertory, and/or Communion):

“The Lord’s Prayer” (Malotte) – may only be performed before the Mass.
“Ave Maria” (Schubert)
“Ave Maria” (Bach/Gounod)
“Ave Maria” (Caccini)
“Panis Angelicus” (Franck)
“The Gift Of Love” (Hopson)
“Set Me As A Seal On Your Heart” (Walton)
“Alleluia” (Mozart)
“Laudate Dominum” (Mozart)
“Sheep May Safely Graze” (Bach)

Postludes: “Prelude and Fugue in D” (Bach)
“Prelude and Fugue in E minor” (Bach)
“Hymn To Joy” (Beethoven/Burkhardt)
“Allegro Maestoso” from Sonata No.2 (Mendelssohn)
“A Mighty Fortress Is Our God” (Luther/Scheidt)
Chorale Prelude on *Old Hundredth* (Willan)

Selections not on this list are perfectly acceptable, as long as the music is sacred and not secular in nature. Please consult the organist about other acceptable choices.

PHOTOGRAPHS

The Catholic Church considers the church as the House of God and in fact believes that Christ is present in the Holy Eucharist reserved in the Tabernacle.

Because of this belief the Archdiocese of Mobile has deemed it necessary to formulate the following policy regarding posed pictures:

It is permitted to take pictures during the ceremony if it does not interrupt the sacred character of the wedding.

NO POSED PICTURES are permitted before or after the wedding. However, it is not inappropriate for the wedding party to pause immediately before leaving the sanctuary for a picture, provided this is done reverently.

The group picture should in no way delay the recession of the bride and groom from the church.

It is desirable that all posed pictures be taken in and around the grounds of the Cathedral.

If your photographer is not familiar with the Cathedral they are encouraged to attend the rehearsal.

FLOWERS AND DECORATIONS

When a florist is selected, the following regulations are to be made known to them.

1. Flowers, ferns and live potted trees can be used to adorn the sanctuary. However, these are to be removed shortly after the end of the wedding. Bouquets of cut flowers must be left to decorate the altar for Sunday Masses. The altar itself, which consists of the oblong block of marble with the carving of the Last Supper, is **NOT** to be decorated.
2. Flower petals or flowers are **NOT** to be strewn by flower girls. These provide a slipping hazard and are a staining agent on the marble Cathedral floors.
3. NO TAPE OF ANY KIND is to be used by florists on the end of the pews or on the floor. Candles affixed to the end of the pews along the main aisle are to be clamped or tied NOT taped. Bouquets or ribbon marking family pews are also NOT TO BE TAPED TO THE PEW. Runners, if used, are not to be taped to the sanctuary floor as this tape leaves a residue that is hard to get off and makes the floor look dirty.
4. Florists are to remove all of their equipment (including candelabra, stands, urns, etc.) immediately after the wedding, especially on Saturday afternoons and evenings so that the church can be readied for Sunday Mass.
5. If candles are supplied by the florist, a protective floor covering must be provided beneath them so that dripping wax does not mar the sanctuary floor.

Rice, bird seed, flower petals or any other items of congratulatory celebration are **NOT** permitted to be thrown on the church premises or grounds.

REHEARSAL

It is a long standing Catholic tradition at the church remains respectfully quiet at all times. We request that you and all members of your wedding party observe this reverence during and after the rehearsal and before, during and after the wedding ceremony.

Bridal consultants are for the bride's use outside of the church. During the rehearsal and wedding ceremony it is the officiating priest or deacon or the Cathedral wedding coordinator who will direct these ceremony.

All wedding rehearsals are to be scheduled on the evening preceding the wedding. The time of rehearsals is to be coordinated with the Cathedral wedding coordinator, the organist, and the priest or deacon celebrant. Your rehearsal time will be scheduled either at 5, 6 or 7 p.m. and is limited to **ONE HOUR**.

All members of the wedding party, including parents, grandparents, ushers, bridesmaids, etc., should be present at the rehearsal. You may also wish to invite your photographer if they are not familiar with the interior of the Cathedral or the Cathedral photography policies.

Please advise **all** members of the wedding party that at both the rehearsal and day of wedding there should be no gum chewing, no inappropriate attire (shorts, tee shirts, etc) and all cell phones must be disengaged.

Absolutely NO alcoholic beverages or smoking is allowed on the church premises at any time before, during or after the wedding rehearsal or wedding. We reserve the right to have anyone who appears to be intoxicated removed from the Cathedral premises.

Please stress promptness to participants in your wedding, both for the rehearsal and the day of the wedding.

DEPOSITS AND FEES

All weddings must be booked at least six months prior to the wedding date.

Your wedding date will be tentatively placed on the church calendar when you request the date, however the date will only be finalized when the deposit is received. It is required that the deposit be received no later than 14 days from the date of this contract.

The deposit will be considered a partial payment for the total fees paid to the Cathedral. This fee include payments for the church, organist, sacristan, wedding coordinator and church bells.

The fee for a Cathedral wedding is \$1,500.00. A deposit of \$500.00 is required when the wedding contract is submitted to secure the reserved wedding date. The balance of the fee is due and payable ***no later*** than 60 days ***prior*** to the wedding date. Weddings will be removed from the calendar if the fees are not received according to the payment schedule.

If the wedding plans are changed and a cancellation occurs please notify the church office as soon as possible so this date may be made available for other couples.

You must notify the church office within 60 days prior to the wedding date if the wedding is canceled, otherwise your deposit will not be returned.

THE PORTIER HOUSE

In January 2008 the Portier House is now available to rent as a supplement to your wedding celebration needs.

The antique furnishings and manicured landscape of this beautifully restored, historic home is a perfect setting for your posed wedding photography.

Likewise, the Portier House can be available as a convenient location for the bridal party to dress prior to the wedding.

Please also consider renting the Portier House for bridal showers, bridesmaid luncheons, after-rehearsal dinners and small wedding receptions. The house will entertain approximately 60-100 guests for a standing reception and slightly over 100 guests with use of the outdoor courtyard.

For availability and rental rates please contact Karen Carlisle at 251-434-1585 or 251-767-3040.

Wedding Information

Please fill in the information listed below. Please print in ink or type your responses to the requested information.

WEDDING:

Date of wedding: _____ Mass: Yes _____ No _____

Time of wedding: _____

REHEARSAL:

Date of rehearsal: _____

Time of rehearsal: _____

OFFICIATING PRIEST OR DEACON:

Name of Officiant: _____

Parish Name and Address : _____

Telephone + area code: _____

Wedding Information

BRIDE: Name: _____
Address: _____
City, zip code: _____
Telephone + area code: _____

Bride's Parish: _____

Parent's Name: _____

Address: _____

City, zip code: _____

GROOM: Name: _____

Address: _____

City, zip code: _____

Telephone + area code: _____

Groom's Parish: _____

Parent's Name: _____

Address: _____

City, zip code: _____

Wedding Information

BEST MAN: _____

MAID/MATRON of HONOR: _____

Bride's Maids:

How many? _____

Groom's Men:

How many? _____

Flower Girls:

How many? _____

Ring Bearer: Yes _____ No _____

Wedding Information

SERVICE VENDORS

FLORIST: _____

Address: _____

City + zip code: _____

Telephone + area code: _____

PHOTOGRAPHER: _____

Address: _____

City + zip code: _____

Telephone + area code: _____

VIDEOGRAPHER: _____

Address: _____

City + zip code: _____

Telephone + area code: _____

Nota Bene: If there is more than one wedding on the date that you have selected would you consider sharing the expense of flower's with the other bride?

Yes _____ No _____

If yes, may your name and telephone number be given to the other wedding party?

Yes _____ No _____

Wedding Contract

State of Alabama
County of Mobile

Date: _____

On the above date this wedding contract is being entered into between the Cathedral-Basilica of the Immaculate Conception and the bride and groom listed below.

The Cathedral-Basilica of the Immaculate Conception will be the site of the sacramental marriage ceremony of this bride and groom at the following date and time:

Date: _____ Time: _____.

A wedding rehearsal of **one hour** will be held on:

Date: _____ Time: _____.

A deposit of \$500.00 is due when this agreement is submitted to secure this reservation.

The remaining balance of \$1,00.00 is due sixty (60) days prior to the ceremony _____.
If for any reason the wedding date is cancelled, notice will be provided to the Cathedral Wedding Coordinator at least 60 days prior to the wedding date, otherwise the \$500.00 deposit will be retained by the Cathedral.

By affixing their initials below, the bride and groom confirm that they have read and understand the wedding policies of the Cathedral-Basilica of the Immaculate Conception and that they and all members of their wedding party including florists and photographers will abide by these policies.

_____	_____	I have read the Facts about the Cathedral taking note of procedures for distributing Holy Communion and information about parking.
_____	_____	I have read the Music and Musicians policies of the Cathedral and will meet with the Cathedral Music Director at least 6 weeks prior to my wedding date.
_____	_____	I have read the Photography policies of the Archdiocese of Mobile as they pertain to the Cathedral and will provide notice of these policies to my wedding photographer.
_____	_____	I have read the policies on Flowers and Decorations in the Cathedral and will provide notice of these policies to my florist and decorators.
_____	_____	I have read the policies and information concerning my Wedding Rehearsal at the Cathedral and will provide notice of these policies to my wedding party, taking special note of the restrictions against gum chewing, smoking and intoxication.

IN AGREEMENT WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

For the Cathedral-Basilica of the Immaculate Conception

By: _____
Its Duly Authorized Agent

Bride: _____ Groom: _____

Printed Name: _____ Printed Name: _____

WEDDINGS AT THE CATHEDRAL

Name of the Bride: _____

Address of the Bride: _____

Telephone # of the Bride: _____

Parish of the Bride: _____

Name of the Groom: _____

Address of the Groom: _____

Telephone # of the Groom: _____

Parish of the Groom _____

Wedding Rehearsal Date: _____

Time: _____

Wedding Date: _____

Time: _____

Officiating Priest/Deacon _____

Parish of Priest or Deacon _____

Complete Mailing address _____

Tele. # of Priest or Deacon: _____

Deposit Paid: _____

Balance of fee paid: _____

60 days before wedding

Please Print legibly

**CATHEDRAL BASILICA OF THE IMMACULATE CONCEPTION
400 GOVERNMENT STREET
MOBILE, AL 36602
(251) 434-1565**

TO ALL ORDAINED

If you will be witnessing a marriage at the Cathedral please use the following forms in requesting Marriage Delegation and in sending notification to the Bride and Groom's Church of Baptism or Profession of Faith. Please place a copy of the notification in the Marriage File. Please make copies of the originals and keep for future use.

The request for delegation must be submitted to the Rector of the Cathedral Parish in writing at least two weeks prior to the Marriage Ceremony taking place. This will enable us to have enough time to have the delegation approved and sent back to you for placement in the Marriage File.

NOTIFICATION TO CHURCH OF BAPTISM / PROFESSION OF FAITH

BRIDE

Date: _____

In accord with the requirements of Canon Law (c.112 - 1), I am sending you the information listed below, for entry in you Register.

Name: _____

Baptized in Church of: _____

Church Address: _____

City: _____ **State:** _____ **Zip Code:** _____

On (Date): _____

ENTERED INTO MARRIAGE WITH

Name: _____

At the Church of: **The Cathedral Basilica of the Immaculate Conception**

Address: **400 Government Street**

City: **Mobile** **State:** **AL 36602**

Date of Marriage: _____

Priest Witness: _____

Please print name: _____

(Please return this stub to the church in which the marriage took place)

I have received your notice and have entered in the Baptismal Register of the Church the Marriage of:

_____ to _____

at _____ Church, in _____

by _____

(Please print name and title)

Church: _____

Address: _____

NOTIFICATION TO CHURCH OF BAPTISM/PROFESSION OF FAITH

GROOM

Date: _____

In accord with the requirements of Canon Law (c.112 - 1), I am sending you the information listed below, for entry in you Register.

Name: _____

Baptized in Church of: _____

Church Address: _____

City: _____ **State:** _____ **Zip Code:** _____

On (Date): _____

ENTERED INTO MARRIAGE WITH

Name: _____

At the Church of: **The Cathedral Basilica of the Immaculate Conception**

Address: **400 Government Street**

City: **Mobile** **State:** **AL 36602**

Date of Marriage: _____

Priest Witness: _____

Please print name: _____

(Please return this stub to the church in which the marriage took place)

I have received your notice and have entered in the Baptismal Register of the Church the Marriage of:

_____ to _____

at _____ Church, in _____

by _____

(Please print name and title)

Church: _____

Address: _____