

Church of St. Patrick  
Marriage Preparation  
P.O. Box 6  
Armonk, NY 10504

Phone: 914-273-9724

Email: [pastor.stpats@outlook.com](mailto:pastor.stpats@outlook.com)

Fax: 914-273-4901

Congratulations on your Engagement

We are glad to assist you as you prepare for your wedding. However, to make the process go smoothly for us and for you please read carefully and follow the instructions provided; thank you. Thus, please return the information requested below as soon as possible: If you have not already done so, you may call the church to make sure the date you are requesting is available before sending out this form. While no date is guaranteed until the pastor meets with the couple, the date will be reserved until that time.

1. A letter from the pastor of **EITHER** the bride **OR** groom granting permission for the wedding to take place at this parish. This is a courtesy to your home parish.
2. A signed letter from a close relative of **BOTH** the bride **AND** groom, preferably a parent, stating: "To the best of my knowledge my son/daughter (or whatever the relationship is) NAME has never been married before."
3. A \$600 holding fee made out to: Church of St. Patrick. All of this is refundable up to the time that you initially meet with the priest or deacon who will prepare you. If at that meeting you decide not to get married at St. Patrick your check will be returned to you then and there. If you decide to continue with St. Patrick and after the meeting you cancel the wedding \$500 is refundable. If the wedding is canceled within 6 months prior to the wedding only \$300 is refundable.

The above must be sent to the Church of St. Patrick along with the initial questionnaire enclosed. When these items have been received the date requested will be marked in the parish calendar and you will receive a phone call to set up an appointment to meet. If the date is taken prior to the above requests being received you will receive a full refund and a phone call so that you can make other plans. If we do not receive the above within one month of the mailing of this letter the date requested will be cleared of the parish calendar. All preparations must be done here, regardless of the distance that you live. Only ONE wedding will be scheduled on any given day.

The \$600 fee is for the use of the Church and appropriate stipends. This must be given in advance as stated above. Nothing extra is required for the priest of St. Patrick who prepares you for the wedding; a stipend for him is already included in the \$600. You may invite a guest priest/deacon to perform the wedding but he must have the approval of the pastor. What you give a guest priest/deacon is between you and him however there is no difference in the stipend requested by the Church of the St. Patrick.

**All of the above must be done prior to 6 months before the wedding date. NO WEDDINGS WILL BE SCHEDULED IF THERE IS NOT AT LEAST 6 MONTHS PRIOR TO THE WEDDING. NO EXCEPTIONS!!!**  
**(Non-Parishioner Form)**

# INITIAL QUESTIONNAIRE

Groom's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone number (Home, Work and/or Cell) \_\_\_\_\_

Email \_\_\_\_\_

Date of Birth \_\_\_\_\_ Religion \_\_\_\_\_

(If Catholic a letter of permission from your home parish for the marriage to take place at St. Patrick must be included, this may be obtained by contacting your home parish)

Have you ever been married before? \_\_\_\_\_

(If yes you must include a copy of the decree of civil divorce and either a Catholic Church decree of nullity or annulment for each marriage, if more than one.)

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Bride's Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Phone number (Home, Work and/or Cell) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Religion \_\_\_\_\_

(If Catholic a letter of permission from your home parish for the marriage to take place at St. Patrick must be included, this may be obtained by contacting your home parish)

Have you ever been married before? \_\_\_\_\_

(If yes you must include a copy of the decree of civil divorce and either a Catholic Church decree of nullity or annulment for each marriage, if more than one.)

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Do you want a Wedding Mass or a Wedding Ceremony? \_\_\_\_\_

(A wedding Mass may be scheduled from 10:30 until 2:30 p.m. on Saturday and a wedding ceremony may be scheduled from 10:30 until 3:00 p.m. on Saturday. Any wedding on a day other than Saturday must first be discussed with the pastor.)

Wedding Date \_\_\_\_\_ Preferred Time \_\_\_\_\_

Please return via mail, email or fax as indicated on the top of the instruction sheet.

**(Non-Parishioner Form)**