



St Margaret's Church

Wedding Guidelines

If I'm planning a church wedding,
what do I have to do?



Ceremony

There are 3 types of ceremonies:

1) Wedding Mass

Between 2 Catholics

2) Wedding Ceremony

One of them is a Catholic or a Catechumen;
the other party is a non-Catholic

3) Marriage Ceremony

Between a Catholic and a Christian, both
are baptized



Pre-wedding Preparation and Steps

1. Call the Church for reservation

Telephone no.: 25762801

Reserve up to one year in advance.

2. Participate in Pre-marriage Formation Course

- The Hong Kong Catholic Marriage Advisory Council

Telephone no.: 25233682

<http://www.cmac.org.hk>

- Hong Kong Caritas Family Service

Telephone no.: 28434671

<http://family.caritas.org.hk>



3. Register at the Parish Centre on the 5/F

- Make an appointment by calling the Parish Centre. We will call you back to confirm the timeslot. Please email the couple's information afterwards.
- Submit the 'Marriage Application Form' with a deposit of HKD2000 within 2 months from the booking date. A crossed cheque should be made payable to "St. Margaret's Church".
Please also enclose a self-addressed, stamped envelope for sending of receipt.
**Paid deposit is non-refundable.
- Submit all Pre-marriage Inquiry documents and balance payments two months before the wedding date.
- If the couple wishes to invite a particular Father or Deacon, please inform the Parish Office to make appropriate arrangements.



4. Pre-marriage Inquiry

The couple needs to call their Home Parish to arrange a meeting with the Parish Priest 3 months before the wedding. If you have stayed abroad for over a year, please ask a relative or friend to come along to witness your free to marry status.

Please bring along the following documents:

****Personal data will be used solely for wedding purpose ****

- ORIGINAL Baptismal and Confirmation Certificate
 - a) Issued by the church where you were baptized within 6 months before marriage date;
 - b) Must include declaration of no previous marriage
- ORIGINAL Marriage License given by a Marriage Registry. (Requested 3 months before marriage)
- COPY of Pre-Marriage Formation Program Certificate
- COPIES of the couple's I.D. cards, birth certificates and the parents' and/or witnesses I.D. cards.



Coming to Hong Kong for marriage

- A Pre-marriage inquiry should be completed with the couple's parish priest, and be presented, along with other documents, to the Hong Kong Chancery Office to obtain a written nihil obstat.
- The Baptismal and Confirmation Certificate need to be authenticated by the Chancery Office of the diocese.



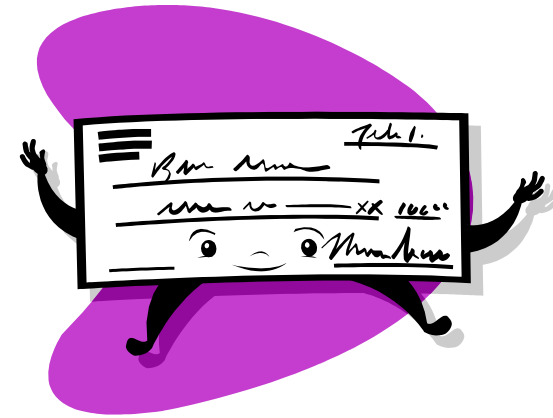
Wedding Fee

Wedding Mass

HKD 6000

Wedding Ceremony

HKD 4000



Fees include floral bell, red carpet, altar flowers, air-conditioning , basic decorations and settings. No alternation is allowed.

- HKD2000 deposit to be submitted within 2 months together with the application form from booking date.
- The balance must be paid within 2 months prior to the wedding date
- A crossed cheque should be made payable to “St. Margaret’s Church”.
- Please also enclose a self-addressed, stamped envelope for sending of receipt.

** Please remember to arrange a thank you note for the Father or Deacon.



Regulations for Wedding

Reminder

- Please remind the Father or Deacon a few days prior to the wedding. If there are any changes, notify the Parish Office immediately.
- Both the bridegroom and bride need a presiding witness to sign the Marriage Certificate; stamping is unacceptable. The couple and their witnesses should bring along their I.D. Cards.
- Wedding Rehearsals: Usually take place on the third Tuesday of every month. Details will be informed via email. Participants should include: the couple, groomsmen, bridesmaids and the person who will walk the bride down the aisle.



Start on time

- Beware of traffic jam and set off early as the wedding has to be finished within the time session (including photo-taking).
- The couple, witnesses from both parties and the master of ceremony should arrive 15 minutes before the wedding and inform our staff upon arrival.



Inside the Church

- Photo-taking or filming are not allowed in the altar.
- Keep the church clean and avoid throwing confetti or flowers. No helium balloons are allowed.
- Eating, smoking and drinking are strictly prohibited inside the church.
- The Holy Water is sacred and should be respected at all times.



Music

- We will provide 3 wedding songs on CDs and liturgical booklets.

Music will be played when: The bride enters the church, the signing of marriage certificates and at the end of the ceremony.

- If a pianist or choir is needed, they should be arranged by the couple themselves.
- The pianist should submit the application form in advance together with certificates or has served in a choir.



Parking



- Only 4 allocated parking spaces will be reserved for each wedding. Please remember to provide license plate numbers beforehand.
- To avoid congestion, guests are not allowed to park in the church vicinity.
- Coaches are requested to leave immediately after dropping off or picking up guests.





Photo

- Newlyweds and guests are requested to leave and step outside of the church to take their photos as soon as the ceremony is concluded.
- Please remind the photographer that as the church does not provide any power sources, they should bring spare batteries if needed.
- For safety reasons, no aerial photography is allowed.





Thank you for
your cooperation😊