Marriage Preparation Checklist

Witness Forms : _____

Parents or close relatives or friends must witness these forms. They are to be signed in the presence of a priest, parish minister, or notary.

Baptismal Certificates: Bride _____ Groom _____

Catholic baptismal certificate can be obtained from the parish of your baptism and must be dated within the last six (6) months.

UNITAS Program _____

You can register for this program by contacting the Lori Reinneck at 407-647-3392 or lori@stmargaretmary.org. This eight-week series is offered twice a year.

FOCUS Study: _____

This inventory for marriage preparation is given at the beginning of the six-month preparation period.

FOCUS Support Couple: _____

After the FOCCUS Study is given, you are introduced to a FOCCUS Support Couple who will discuss your evaluation.

Music: _____

Contact Curtis Wallace or Charles Thatcher at the church office at least three months before your wedding date to arrange for music. (407-628-2346 or curtis@stmargaretmary.org)

Marriage Preparation Completion Certificate _____

When all of your paperwork is complete, call Debbie Benson (407-998-5654 or Debbie@stmargaretmary.org) at the parish office to obtain your completion certificate. Your file is complete when you have submitted:

____ Notarized Witness forms (two for bride/two for groom)
____ Updated certified copies of baptismal certificates (for Catholic parties)
____ Certificate of completion from UNITAS program
____ Church fee: $300 to cover maintenance and operating expenses. Church fee is due at the time marriage date is reserved. In case of cancellation, church fee will be totally refunded to parishioners if cancelled within 6 months of marriage date. Non-parishioners church fee is due at the time marriage date is reserved and said fees will be non-refundable.
____ Tribunal Fee: If a marriage file is to be forwarded to a diocese outside of the USA, you will be responsible for said fee which will be determined at time of file transfer.

You will need the *Marriage Preparation Completion Certificate* when you apply for your civil marriage license.

Musician's Fees: _____

____ Musician fees: Fee depends on number of musicians desired

Civil Marriage License _____

Seminole County 407-323-4330
Orange County 407-836-2072