

CHECK LIST/REQUIREMENTS MARRIAGES

ST. MARY'S CHURCH, THE CLADDAGH, GALWAY

1. NOTIFICATION TO REGISTRAR OF MARRIAGES (CIVIL LAW)

You will need to make an appointment with the Civil Registrar to give notice of your intentions to marry. This meeting must take place at least 3 months before the wedding. This is a requirement of Civil law. When all the civil requirements have been satisfactorily completed the couple will receive from the Registrar a Marriage registration form (MRF)

(Without this form the couple cannot get married)

YOU ARE REQUIRED TO BRING THE FOLLOWING DOCUMENTATION TO THE REGISTRAR'S OFFICE:

Photo Identification (Copies)

Birth Certificates (Copies)

Names, dates of birth of witnesses

Name of the Church (St. Mary's Church, The Claddagh, Galway) where the Marriage is to take place.

Name of the Priest who will officiate (if he is not on the list of Official Solemnisers, his name must be submitted at least 10 weeks in advance of the wedding)

Civil Registrar's Office, 25 Newcastle Rd., Galway Tel. (091) 546277

(if you live elsewhere in Ireland go to the Marriage Registration Office nearest you)

Registrar's fee €200.00

2. CHURCH DOCUMENTATION

Make contact soon with the priest in your own parish where you live at present to arrange the preparation of your required marriage papers.

The priest will advise you on required documentation:

A recent copy of Baptism Cert

A recent copy of Confirmation Cert

Letters of Freedom if necessary

Pre-Marriage Course Cert

The Priest will then fill in a Pre-Nuptual Enquiry Form.

When all these documents are completed and signed by you and the Priest, he will then forward them to this address.

These completed papers should be sent here at least one month before the wedding (In the case where one partner is not a Roman Catholic, a Letter of Dispensation from your local Bishop is required)

3. **MARRIAGES ARRANGED FROM ABROAD**

If you live outside of Ireland, all documentation for your Marriage is prepared in the parish where you reside. These must be forwarded through the Chancery Office of the Diocese in which you reside to the Diocesan Office, Galway Cathedral, Galway, Ireland.

4. **PRIEST FOR WEDDING CEREMONY**

If you live outside the Claddagh Parish, try to arrange with your Parish Priest, or a Priest known to you to perform the ceremony. You should consult him regarding details of the ceremony

CHURCH FEE

The fee for the use of this church is €300.00. A deposit of €150.00 is required in advance with the balance to be paid before the wedding.

Also an appropriate offering for your priest/celebrant would be expected.

6 **HELP OR CLARIFICATION**

Contact Parish Priest or Curate /Parish Secretary (091) 582884 or email <claddaghweddings@hotmail.com>

7. **MARRIAGE PREPARATION COURSES**

ACCORD, Aras de Brun, Newtownsmith, Galway (091) 562331

ESKER RETREAT HOUSE (091) 844549 <eskerret@indigo.ie> gettingmarried.ie

GENERAL GUIDELINES FOR WEDDINGS IN ST. MARY'S

1. **PARKING**

The car park is operated by a private company and has a pay and display system.

The area in front of the church is kept clear for the Bridal car.

Limited parking is available for guests. Note that it is only permitted to park in designated parking spaces.

Parking is also available on the street and in Jury's Inn across the nearby Wolfe Tone Bridge.

2. **USE OF CONFETTI/RICE/PETALS IS STRICTLY FORBIDDEN**

3. **CANDLES**

The use of candles is permitted but they must be in holders and if in large containers, must not cause an obstruction.

4. **RED CARPET**

The laying of carpet is permitted, providing there are no adhesives used, and it doesn't obstruct the doors.

5. **MUSIC**

Music must in keeping with a religious wedding ceremony. Secular music may be played at the signing of the register.

6. **CHURCH FLOWERS**

Florists may set up arrangements etc. in the church after 11.00 a.m., providing there isn't a funeral. Please check beforehand.

It would be appreciated if some flowers could be left in the church after the wedding ceremony.

The Church and priory are not responsible for any lost property during wedding ceremonies. All property must be removed from the church on the day of the wedding.