

St. Agnes Church

Wedding Contacts

To Schedule Wedding

Sabrina Haynes, Administrative Secretary

504-833-3366 or 504-834-4118

stagneschurch@nocoxmail.com

Wedding Coordinator

Kelly Wilbert

(H)504-835-3974 or (C) 504-952-4343 kellywilbert@aol.com

Altar Servers/Altar Flower Arrangements

Joy Arnoult

(H) 504-466-3233 joyarnoult@aol.com

Music Directors

Dr. Louise LaBruyere

Eric McCrary

504-738-7446

504-885-4441



St. Agnes Church Conveniences

A private Bridal Room, for the bride to wait for the ceremony to begin.

St. Agnes Church provides a well lit parking lot near the Church providing a safe and spacious area for your family and guest. Parking lot is located at St. Agnes School 3410 Jefferson Hwy.

There is a handicapped entrance on the east side of the Church, if any of your guests needs this type of assistance.

St. Agnes Church is centrally located in Old Jefferson, just off the I-10, Causeway Blvd and Jefferson Hwy interchange. Minutes from New Orleans, Metairie & Kenner.

St. Agnes Church is a perfect venue to celebrate the Sacrament of Holy Matrimony. We are honored and blessed that you have decided to share your wedding day with us!

If you have not already done so, please do not wait to contact us and make arrangements because our calendar fills up quickly.

May God bless you as you strive to make His presence known in the world through His love you share with one another.

Unique Features:

The exquisite center aisle is over 100 feet long.

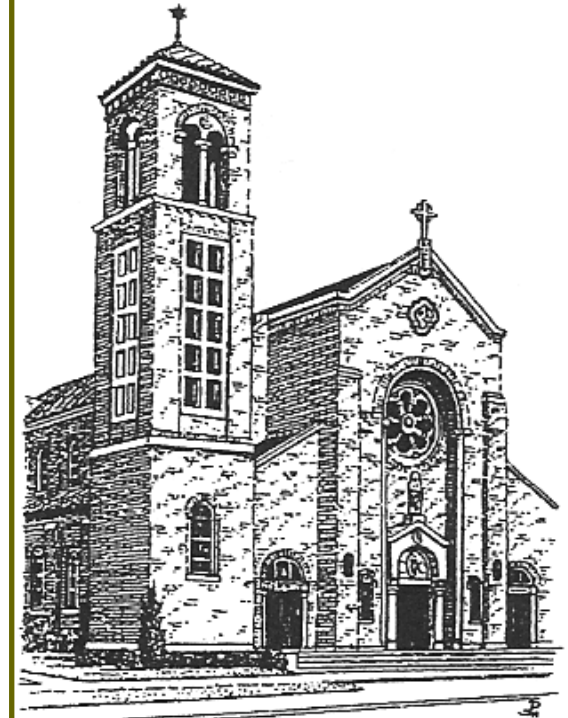
The bell system is comprised of four bells in the campanile (bell tower).

Each bell - consecrated with Chrism - is identified by its own saint's name: The largest bell in the musical key of E is St. Agnes; the next bell in the key of G is Saint Theresa; then comes Saint Francis in the key of A; lastly, is St. Maria Goretti in the key of B.

The windows in St. Agnes Church are executed from the finest mouth blown stained glass from Germany and Czechoslovakia. The four large transept windows depict scenes from the life of St. Agnes. In the nave of the church, the lower windows on the East side depict sequences of the 'Te Deum'. The lower window on the West side depicts 'The Coming Judgment'. The Rose window over the entrance to the church has in it the representations of the seven virtues - the theological virtues of faith, hope, charity; and the cardinal virtues of prudence, justice, fortitude and temperance. The window in the small vestibule at the Claiborne Court entrance commemorates the Battle of New Orleans, and glorifies Our Lady of Prompt Succor who "saved our city from flood, sin, war and fire." Ascending the stairs to the choir loft is a window depicting St. Cecelia, the patroness of music in the Catholic Church.

The altar stone in St. Agnes Church contains relics of the Holy Martyrs Honorius & Eugenius. The main altar with three step platforms, the side altars, the baptismal font with service table and the statues with pedestals were carved from the Finest Italian marble in Pietrasanta, Italy.

Wedding Information Rehearsal and Ceremony Guidelines



St. Agnes Church

3310 Jefferson Hwy.

Jefferson, LA. 70121

(504)833—3366

www.stagnesjefferson.org

Rev. Bac-Hai Viet Tran
Pastor

Important information for your Wedding Couples are responsible for communicating these guidelines to their Florists, Photographer & Videographer. A complete guideline is available on St. Agnes Church's website.


- Florists may set up no more than **one hour** before the scheduled ceremony.
- Floral arrangements are to be brought to the church already assembled. The florist is not to use the altar, sanctuary or vestibule to make arrangements.
- Floral arrangements may be attached to the end of pews or to the pulpit using **ribbons only**. No staples, wire, clamps or tape may be used to attach anything to the pews or to any other church furnishings. Pews and aisles are not to be blocked or cordoned off in any way.
- Rice, confetti, bubbles, seeds, petals, etc. are not allowed inside or outside the church. Aisle runners are not allowed.
- It is the responsibility of the florist and/or wedding party to remove any decorations attached to the pews immediately after the ceremony along with flower boxes and other refuse.
- Unity Candles are permitted. St. Agnes Church does have a Unity Candle holder. Other candles or candelabra (with drip-proof globes) are permitted only if **pre-approved**.
- Florist must immediately remove all material at the end of the ceremony except for the arrangements on the high altar.
- No arrangements are to be placed on the rails in the Sanctuary
- Photographers must not be conspicuous nor obstruct any of the proceedings. At no time should they stand in the aisle or enter the sanctuary.
- Photographers are to follow the directives of the **Wedding Coordinator** at all times concerning where s/he may stand or move.
- Flashes are not permitted during the homily or during the Eucharistic Prayer, the consecration or Communion of Mass.
- No equipment is allowed in the sanctuary. Video cameras may be stationed to the side of the sanctuary provided they remain **immobile**.
- No photos are allowed in the sanctuary once prelude music has started. At this time, all members of the bridal party must be in their respective places in order for the liturgy to begin.

Rehearsal information

To schedule contact Kelly Wilbert, Wedding Coordinator

Rehearsals are scheduled Wednesday or Thursday at 6:00 or 7:00

Rehearsal time: 1 hour maximum—be sure wedding party is aware of this.



Required documents are due

Stipends are due

Proper decorum to be observed at all times. Reverence for the presence of Christ in the tabernacle - proper attire, cell phones off no drinking or smoking on premises.

Enter through the Claiborne court door
(back door of church)

**Required Documentation
To be turned in at time of rehearsal**

- Marriage License—Copy of signed license mailed/faxed to Rectory (provided by Celebrant)
- Baptismal Certificates (current copies)
- Marriage Preparation Certificate
- PNI—Prenuptial Inquiry Forms/Focus
- Disparity Form (if applicable—Intra/Interfaith)
- Letter requesting delegation to officiate at St. Agnes (provided by Celebrant)



Fees

Paid in Full One Month before Wedding Date



Church

Paid at Rehearsal

Altar Server Stipend — \$20.00 per server

Celebrant Stipend— \$250

Organist/Vocalist (privately contracted)

Wedding information

Church doors will open 60 minutes prior to scheduled ceremony. If exception is needed call Wedding Coordinator.

Maximum Ceremony time: 1 hour and 15 minutes

Proper decorum to be observed at all times. Reverence for the presence of Christ in the tabernacle - proper attire, cell phones off no drinking or smoking on premises.

Music is limited to Liturgical only.

Due to limitations, kneelers for only 4 members of the Bridal Party will be available in the Sanctuary. All other members will sit in front of the first pew or in the first pew.

Following the liturgy, **Group Pictures** are permitted in the church for **15 minutes** from the end of the liturgy. (see Guidelines)

Entrance Rite **Order of Celebration**

- Procession
- Unity Candle — (if applicable) Celebrant will invite mothers to light individual candles. Takes place after Bride and Groom have processed.
- Opening Prayer
- **Rite of Marriage**
 - Exchange of Vows - Couple should face each other Traditional (personalized vows not acceptable) Memorized — preferred (especially if celebrant from St. Agnes Church)
 - Blessing of Rings - Couple should face each other.
 - Signing of license (if applicable)
 - Unity Candle (if applicable) light after celebrant pronounces 'husband and wife' celebrant will lead couple
 - Prayer of the Couple - may be combined as one with Prayer of the Faithful
 - Prayer of the Faithful - May add personal prayers — prior approval by pastor required
- **Liturgy of the Eucharist**
 - Presentation of the Gifts - Should be inclusive of both families
 - Prayer Over the Gifts — omitted, if no mass
 - The Our Father — recited
 - Nuptial Blessing
 - Sign of Peace
 - Present flowers to mothers (if applicable)
 - Communion - Omit if no mass or intra—faith/inter—faith'
 - Meditation — following communion approx. 30-second quiet time flowers to Mary— (if applicable) celebrant invites couple to do so vocalist /instrumental
- **Concluding Rite**
 - Final Blessing Recessional — Bride/Groom, Bridal Party, Parents, and Guests

