

**St. Catherine of Siena Catholic Church**  
**10688 Shadow Wood Dr**  
**Houston, Texas 77043**  
**713-467-8170**  
**stcat7433@sbcglobal.net**

Name of Bride \_\_\_\_\_

Address \_\_\_\_\_

Cell \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

Home E-mail \_\_\_\_\_

Work E-mail \_\_\_\_\_

Name of Groom \_\_\_\_\_

Address \_\_\_\_\_

Cell \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

Home E-mail \_\_\_\_\_

Work E-mail \_\_\_\_\_

My signature confirms that I have read and agree to comply with the policies of St. Catherine of Siena Catholic Church concerning the celebration of Holy Matrimony.

\_\_\_\_\_  
**Bride**

\_\_\_\_\_  
**Groom**

**Date** \_\_\_\_\_

**Date** \_\_\_\_\_

## **Wedding Policies**

1. All weddings are scheduled only through the pastor of St. Catherine of Siena Catholic Church.
2. In order to set a wedding date, the pastor of St. Catherine of Siena must be contacted at least six months prior to the proposed wedding date, so that there is time for the necessary marriage preparation, documentation, and paperwork to be completed.
3. **For the use of the Church only:**

A parishioner wedding fee is granted to members of the St. Catherine of Siena Catholic Church who have been registered and actively participating for at least one year prior to setting the wedding date. The non-parishioner fee applies in every other case.

Church rental for parishioners is \$500.00 plus a reimbursable deposit of \$250.00. The total of \$500 is required to set the wedding date (reimbursable deposit \$250.00 plus half of the wedding fee \$250.00). The balance of the wedding fee (\$250.00) is due three months prior to the wedding. If the event is cancelled within three months of the booked date, the deposit will be forfeited.

Church rental for non-parishioners is \$700.00 plus a deposit of \$350.00. The total of \$700 is required to set the wedding date (reimbursable deposit of \$350.00 plus half of the wedding fee \$350.00). The balance of the wedding fee (\$350.00) is due three months prior to the wedding. If the event is cancelled within three months of the booked date, the deposit will be forfeited.

4. **For the use of the Parish Hall only:**

Parish Hall rental for parishioners is \$300 plus a reimbursable deposit of \$200. The total of \$500 is required at the time of booking. If the event is cancelled within three months of the booked date, the deposit will be forfeited.

Parish Hall rental for non-parishioners is \$500 plus a reimbursable deposit of \$250. The total of \$750 is due at the time of booking. If the event is cancelled within three months of the booked date, the deposit will be forfeited.

5. The Parish Hall rental also requires Special Event Insurance with the Archdiocese of Galveston-Houston. The cost of the insurance is \$25.00.
6. Weddings are not celebrated on Sundays.

7. Non-parishioners must bring a priest or deacon to conduct their ceremony. St. Catherine of Siena Pastor must receive written verification that the individual is in good standing with his home Diocese or Religious Order.
8. Ring Bearers and Flower Girls must be at least five years of age. The use of confetti, flower petals, rice, etc. is strictly prohibited in the church and on the grounds.
9. No flash photography is allowed during the ceremony. Please consult the minister performing the ceremony regarding the use of video recording equipment, etc.
10. Flowers and other decorations must be coordinated with Dorothy Berger 713-465-3581.
11. The marriage license must be available at the wedding rehearsal or before. Please remember, most marriage licenses are not valid until the third day and expire 31 days after acquisition
12. For the ceremony in the church, the use of wedding coordinators is strictly prohibited.

**Bride** \_\_\_\_\_ **Date** \_\_\_\_\_ **Groom** \_\_\_\_\_ **Date** \_\_\_\_\_

**Office Use Only**

Rehearsal \_\_\_\_\_ Date \_\_\_\_\_  
Time \_\_\_\_\_

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

Deposit Paid \_\_\_\_\_ Date \_\_\_\_\_ Balance Due \_\_\_\_\_

**Balance Paid** \_\_\_\_\_ **Date** \_\_\_\_\_