



The Cathedral of St. John the Evangelist

1007 SUPERIOR AVENUE
CLEVELAND, OHIO 44114-2582
(216) 771-6666

Dear Friends in Christ,

Thank you for your interest in being married at the Cathedral of St. John the Evangelist.

Many couples call the Cathedral every year seeking to have their wedding take place here. However, there are a number of things that they may not be aware of when they first call.

It is the intent of Church law and custom that you should be married in the parish where you are registered and are attending on a weekly basis. Since you already have a connection with the community of your home parish, you should consider having your wedding there first. In general, there should be a significant reason for having your wedding at the Cathedral other than the convenience of your guests or the beauty of the Cathedral's architecture.

If you have already taken this into consideration, we would like to invite you to review the requirements listed below, and the information in the enclosed "Special Concerns for Weddings" brochure. If, after reading through the enclosed information, you feel that you fit these criteria and can comply with what is required, please call me in the Rectory Office at 216-771-6666 ext. 1121.

Sincerely,

Deacon John P. Sferry
Pastoral Associate

Guidelines for Weddings at the Cathedral

- 1) At least one of the parties must be a Catholic and both must "never have been married anywhere else at anytime." If the Catholic is a resident in the Diocese of Cleveland, he or she must be registered in a parish in the Diocese of Cleveland. If both are Catholic, they must both be registered and participating at a Catholic parish.
- 2) There is the rare possibility that the Catholic party is not resident in the Cleveland Diocese, and that it is the non-Catholic fiancé who is resident in Cleveland. In such a case, the couple would have a right to marriage in the Church and the Cathedral would be an appropriate place for such a wedding.
- 3) The Catholic party/parties must provide a letter from the pastor of their parish, testifying to their active participation in the parish and giving permission for them to be married outside of their parish.
- 4) If the Catholic party/parties are not members of the Cathedral parish, they should arrange for the marriage preparation to take place at the parish at which they are registered and participating members.
- 5) If they are not registered at a parish, they must register at the parish within whose boundaries they reside and show participation at that parish for 6 months before a wedding date will be scheduled at the Cathedral. They also need a letter from the pastor of that parish, granting permission to be married at the Cathedral.
- 6) If they are not registered at a parish and they ask to register at the Cathedral, they may do so, however, we must see participation on their part for at least 6 months before a wedding date could be confirmed.
- 7) The Cathedral will only schedule one wedding Mass per day. However, if a couple meets the criteria above and they have a Roman Catholic deacon or priest who is available to do all of the preparation for marriage and who is available to preside at the wedding according to the guidelines of the Diocese of Cleveland, a second wedding may be scheduled after the minister contacts the Cathedral and confirms the arrangements. A form is available from the Cathedral office for a guest presider to indicate their commitment to a couple's marriage preparation and ceremony.



Concerns for Weddings at The Cathedral of St. John the Evangelist

While there are many concerns involved in planning a wedding at the Cathedral, it should be noted that the items discussed in this brochure are of secondary importance to the planning of the liturgical aspects of the Sacrament of Marriage.

Parking

- Friday** Complimentary parking is available from 4:00–10:00 PM. Guests arriving prior to 4:00 will be required to pay for parking.
- Saturday** Complimentary parking is available for both morning and afternoon weddings.
- Passes** When printing your announcements, please have your engraver typeset a parking pass. Do not delete any information, contained on this sample, from the document you have printed. The pass must contain the date and time of your wedding in order to be valid. They may be of any size and on any type of stock you choose.

Programs

Wedding programs are optional, and if printed must contain musical notation for all congregational responses. Programs may also include a Thank You note, or your new address. A final draft of your program **MUST** be submitted to the Cathedral clergyman with whom you are working at least two weeks prior to the wedding. Only after the draft has approved should it be taken to the printer.

Aisle Runners

Because the Cathedral floor is made of an uneven cobblestone, an aisle runner is not to be used.

What May Be Thrown?

It is not permitted to throw anything which would land on the ground (rice, confetti, bird seed, flower petals, etc.). The possibility of slipping on items left on sidewalks and stairways, as well as the unsightly accumulation of litter on the Cathedral grounds, warrants this prohibition. We ask your cooperation.

The release of balloons is also not permitted because of the environmental impact of litter and the harm to wildlife.

Directions via Freeway and East 9th Street

To Cathedral from East of Cleveland

Take I-90 West toward Cleveland. Take Exit 174B “Downtown Cleveland.” After 1 mile take exit for East 9th Street. At end of ramp, take a left at the stop sign onto East 9th. The Cathedral will be on the left between the 3rd and 4th traffic light. Take a left at the 3rd light (before the Cathedral) onto Rockwell. Park in the first garage on right —Cathedral Plaza Garage.

To the Cathedral from West of Cleveland

Take I-90 East, I-71 North, toward Cleveland. Take exit for East 9th Street; the exit ramp will put you on East 9th Street. going North toward the Cathedral. After 1/2 mile the Cathedral will be on your right side (immediately after crossing Superior Avenue.) Take the first right, after passing the Cathedral, onto Rockwell. Park in the first garage on right—Cathedral Plaza Garage.

To the Cathedral from South of Cleveland

Follow the directions for West of Cleveland with this one exception. The East 9th Street ramp will **NOT** leave you on East 9th Street. Once off the exit ramp take the first two


Pew Decorations

Pew bows or decorations may be attached only by plastic clip or rubber-band; the use of tape or wire is not permitted. Pew decorations must be removed by the florist or a member of the wedding party at the conclusion of the ceremony.

Wedding Invitations

The correct name and address of the Cathedral is:
The Cathedral of St. John the Evangelist
East 9th Street & Superior Avenue N.E.
Cleveland, Ohio

Handicap Accessibility

 A wheel chair ramp is located on the north side of the Cathedral.



available right hand turns; the first right will bring you to Orange Avenue, the second right hand turn will bring you to East 9th Street.

Directions via Surface Roads

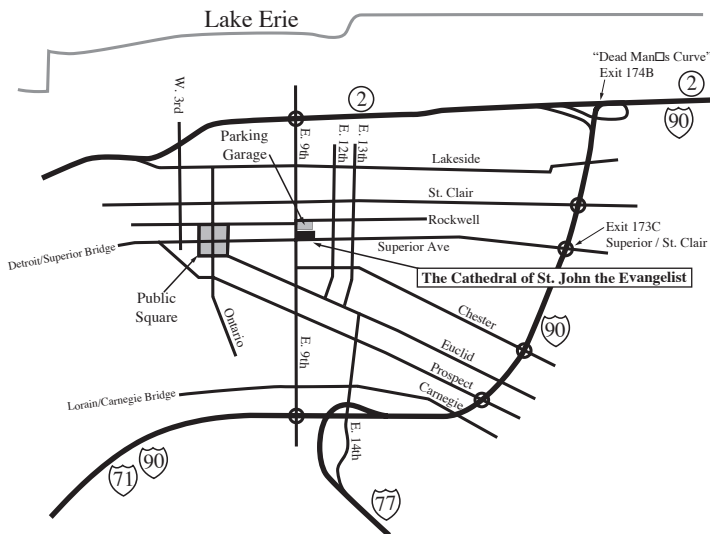
(To avoid special event traffic.)

To Superior Avenue from East of Cleveland

Take I-90 West toward Cleveland. Do NOT take Route 2 (traffic headed for downtown events will be heavy on East 9th Street) but follow I-90 past dead man's curve. Exit I-90 at Exit 173C "Superior Avenue." At the traffic light turn right (West) on Superior Ave. Follow Superior Avenue West from the Interstate to East 12th Street. Follow directions: *To the Cathedral from Superior Avenue.*

To Superior Avenue from West of Cleveland

Take I-90 East, or I-71 North, toward Cleveland. Do NOT exit at East 9th Street (traffic headed for downtown events will be heavy on East 9th Street.) Follow the inner belt to Exit 173C "Superior Avenue." Follow the ramp straight and turn LEFT (West) on Superior Avenue. Follow directions: *To the Cathedral from Superior Avenue.*



Special Event Traffic

It is advisable to contact the Cleveland Convention and Visitors Bureau at 216-621-4110 to determine if any major events will be happening on the weekend of your wedding. Should you desire to have vehicles parked on East Ninth Street during, or following, your ceremony please contact the third district of the Cleveland Police Department at 216-623-5300 for such permission.

Cathedral Expenses & Offerings

Donation to the Cathedral:

The Cathedral has only a few hundred members. The costs of operation and preservation of the 150 year old building are funded by members donations and the subsidy provided by the Cleveland Catholic Diocese. All groups and organizations that use the Cathedral donate to the operating fund.

A June 2002 survey of downtown churches identified a range of fees of \$1175-\$2200 for the use of a building and services for a wedding. While we are uncomfortable charging a fee for a wedding ceremony, you are asked to consider \$1000 as an appropriate offering. This amount may represent a small percentage of the total you are likely to be spending on your wedding. Please consider your other wedding expenses, your personal resources, and in conscience, offer the maximum portion of \$1000 that you are able.

At the time the Cathedral is reserved for a wedding, a \$500.00 non-refundable deposit is requested. Should the date be cancelled or delayed, all but \$100.00 will be refunded.

In addition to the offering for the use of the historic Cathedral building, you may also wish to consider a gift for the Cathedral endowment. Your gift to the endowment will have a perpetual effect for the benefit of the many hundreds of people who use the Cathedral for prayer and sacraments each day.

Musicians

Cathedral staff musicians (organists & vocalists) are available for the fee of \$150 per person. Instrumentalists receive the union musician rate of \$150 per person per ceremony. Musical accompaniment may be simple, employing only a solo organist. Vocal selections (including Mass parts) require the employment of a cantor or soloist. Choral or instrumental embellishment may expand as far as your budget permits. An additional rehearsal between the organist and a guest soloist may be arranged for a fee of \$40, which is to be added to the organist's regular fee. Fees are subject to change from the amounts listed herein.

Gratuity to the Celebrant

The donation to the Cathedral is for the sole purpose of offsetting Cathedral expenses. The Cathedral clergyman, who prepares you and/or witnesses your exchange of vows, does not receive any portion of this donation as a gratuity. The gratuity should be in keeping with the time spent in office meetings, in rehearsal, and on the wedding day. Should you elect to prepare for the Sacrament of Marriage at a church other than the Cathedral, it is suggested that you also offer a gratuity to the minister with whom you have worked.

Gratuity to the Server

A gratuity of \$10, per server, is requested. This fee assists the server in covering his travel expenses to and from the Cathedral.

Gratuities to the Wedding Coordinator and Sacristan

A gratuity of \$50 is suggested for the Wedding Coordinator and \$25 for the Sacristan, who see to it that the behind the scenes preparation for your wedding is accomplished. The Wedding Coordinator also assists at the wedding rehearsal, and in assuring an orderly flow to the wedding ceremony.

The Wedding Liturgy

A liturgy planning booklet will be given to you. You are asked to pick biblical readings and prayers which speak to you about the meaning of marriage. At your final meeting with the Cathedral presider, you will have an opportunity to discuss the specific readings from Scripture, and the liturgical options, you have chosen. He will help you clarify any further questions regarding the ceremony.

If You are Legally or Civilly Married

Weddings are sacramental celebrations witnessed by a minister ordained by the Church and licensed by the State. Weddings are sacramentally and legally binding. Weddings are reserved for those who are not yet civilly or legally married. If you are already legally married, or you plan to do so for whatever reason, your celebration of the Sacrament of Matrimony will not be a wedding, but rather, a “con-validation.”

For those who are legally married prior to their sacramental matrimony, the Church “con-validates” the marriage that already legally exists. While this *validation ceremony* is a religious celebration, it is very different from a wedding:

- Validation ceremonies are very simple and do not include the cultural trappings associated with wedding celebrations (i.e. no traditional wedding dress, bridesmaid & groomsmen, wedding procession, giving away of the bride, etc.).
- Validations may take place in the context of either a Mass (with Communion) or in a Liturgy of the Word (without Communion)
- Two witnesses are still required for a validation ceremony
- Friends and family may certainly be invited, but the nature of a validation is very distinct from the celebration of a wedding.

This is not a “rule” of the Cathedral, but part of the Diocesan Marriage Policy and is consistent with the teaching and practice of the Universal Church. It will be strictly observed at the Cathedral.

Family Involvement in the Ceremony

As your family and friends have been an integral part of your lives, you are asked to involve them in the wedding ceremony. As stated in the marriage guidelines for the Diocese of Cleveland: outside of Mass, the scriptures may be read by anyone of good reputation and who can do so with dignity. With Mass, it is a general norm that Catholics are to do the readings. With this in mind, please select individuals for the following roles:

READERS:

Old Testament Passage
New Testament Passage
Prayers of the Faithful

GIFT BEARERS (Mass only):

2–4 people to bring
forward the offertory gifts.

Music

The ideal music for the liturgical celebration of marriage in the Catholic Church is that which is identifiable as prayer. Each and every text is explicitly Christian and expressive of the Christian community at ritual prayer. Songs which highlight the Christian dimension of love always deserve priority. Favorite ballads that mention love do not necessarily speak of the mystery of Divine love. Therefore, romantic hit songs, though they may inspire religious sentiment, are not necessarily appropriate to the Sacrament of Marriage. Members of the music-staff of the Cathedral of St. John are available to assist you in planning musical selections which are conducive to prayer, musically well crafted, and liturgically appropriate.

All musical arrangements are made through the Cathedral Music Director.

Contact the Cathedral Music Director at least two months prior to the wedding to set an appointment to plan the music. Many fine organists and vocalists are available for your wedding through the Cathedral music department. A Cathedral-staff organist must always be employed for your wedding. Vocalists may be friends, relatives, or family members, provided they are trained musicians and are familiar with the Roman Catholic Ritual. Instrumentalists (brass, strings, winds, harp) are available through the Cathedral music department.

Musician’s fees are discussed in the *Cathedral Expenses & Wedding Offerings* section of these guidelines.

The Marriage Vows

Church Policy does not permit you to compose your own Marriage Vows. An option does exist which allows for composed prayers to be recited by the couple following communion. For more information, and possible suggested prayers, consult with the Cathedral clergyman.

The Bridal Party

The Rite of Marriage encourages the parents of the bride and groom to be a part of the entrance procession; this further symbolizes the fact that the new family being created through this marriage is a mingling of two families. Members of the bridal party may be of any faith. The Best Man and Maid of Honor do not need to be Catholic, though they must be practicing members of a faith tradition.

Planning for Your Wedding Day

Before the Rehearsal

The following should be taken care of no later than the Rehearsal:

- ◆ Marriage license: the rehearsal will not begin unless the wedding coordinator has the license {If you obtain your license from the Cuyahoga County Courthouse, consider dropping it by the rectory immediately after you obtain it from the Courthouse ...}
- ◆ Any balance due on the donation to the Cathedral for the use of the Cathedral; checks should be made payable to The Cathedral of St. John the Evangelist.
- ◆ The gratuities: see the *Cathedral Expenses & Wedding Offerings* for specifics. (Designated envelopes are provided with this packet.)

The Rehearsal

An important part of the ritual preparation for the wedding celebration is the rehearsal. You may wish to prepare for your wedding by scheduling a rehearsal a day or two before the wedding. The rehearsal, which takes place in the week prior to the wedding, is scheduled approximately five months before the wedding.

It is important that all members of the wedding party be present for this rehearsal, as well as any individuals you have asked to proclaim the Scriptures or read the petitions during your celebration.

Be prompt; be on time. Do whatever is necessary to get your guests there on time; tell them the rehearsal is 15-30 minutes earlier than it is scheduled so they won't be late.

Gathering the Bridal Party on Your Wedding Day

On the day of your wedding, the entire bridal party should be at the Cathedral at least 30 minutes prior to the wedding. The Cathedral does not have a dressing room on the premises for the bridal party. Prior to the ceremony, the ladies may gather in the Baptistry, a room which is located off the Ninth street vestibule; please note that, although this room is heated, it is not air-conditioned.

Guidelines for Receiving Communion

For Catholics: As Catholics, we fully participate in the celebration of the Eucharist when we receive holy communion. We are encouraged to receive communion devoutly and frequently. In order to be properly disposed to receive communion, participants should not be conscious of grave sin and normally should have fasted for one hour. A person who is conscious of grave sin is not to receive the Body and Blood of the Lord without prior sacramental confession except for a grave reason where there is no opportunity to confession. In this case, the person is to be mindful of the obligation to make an act of perfect contrition, including the intention of confessing as soon as possible. (Canon 916). A frequent reception of the Sacrament of Reconciliation is encouraged for all.

For Other Christians: We welcome our fellow Christians to this celebration of the Eucharist as our brothers and sisters. We pray that our common baptism and the action of the Holy Spirit in this Eucharist will draw us closer to one another and begin to dispel the sad divisions which separate us. We pray that these will lessen and finally disappear, in keeping with Christ's prayer for us that they may all be one (Jn 17:21)

Because Catholics believe that the celebration of the Eucharist is a sign of the reality of the oneness of faith, life and worship, members of those churches with whom we are not yet fully united are ordinarily not admitted to holy communion. Eucharistic sharing in exceptional circumstances by other Christians requires permission according to the directives of the diocesan bishop and the provisions of canon law (Canon 844.4). Members of the Orthodox churches, the Assyrian Church of the East and the Polish National Catholic Church are urged to respect the discipline of their own churches. According to Roman Catholic discipline, the Code of Canon Law does not object to the reception of communion by Christians of these churches. (Canon 844.3).

For Those Not Receiving Communion: All who are not receiving holy communion are encouraged to express in their hearts a prayerful desire for unity with the Lord Jesus and with one another.

For Non-Christians: We also welcome to this celebration those who do not share our faith in Jesus. While we cannot extend to them an invitation to receive communion, we do invite them to be united with us in prayer. – *National Conference of Catholic Bishops*