



CHURCH OF ST MARY OF THE ANGELS

5 Bukit Batok East Ave 2 Singapore 659918
Tel: 6567-3866 Fax: 6568-1824 www.stmary.sg

WEDDING

WEDDING BOOKING FORM

Priest of the Parish: Fr John Paul Tan, ofm Fr Joseph Lee, ofm Fr Derrick Yap, ofm

Others (please specify name of the priest): _____

Venue: Church of St Mary of the Angels Other (please specify): _____

WELCOME

Congratulations on your decision to get married at the Church of St Mary of the Angels!

* IMPORTANT INSTRUCTIONS*

1. Littering

Do note that confetti, flower petals and soap bubbles are not permitted in the church or anywhere in the church compound.

2. Documentation

Please provide a copy of:

- a) Birth certificates of both parties
- b) Baptismal Certificate(s) from Church(es) of baptism, issued within the past six (6) months to confirm your marital status.
- c) NRICs/Passports of both parties and two witnesses
- d) Copy of Certificate of Marriage (if already registered at R.O.M)
- e) Copy of Certificate of completion of Engaged Encounter Weekend or Marriage Preparation Course

3. Church Expenses

To cover utilities, maintenance, flower decorations and other expenses.

4. Decorations & Flowers

Our Church Sacristan Ladies are experienced in creating lovely floral arrangements for weddings. You may consult Ms Teresa Pang at 6567-3866 well in advance of your wedding.

5. Offering

Traditionally, an offering is given to the Priest for his services in preparing and presiding at the wedding. An offering for the Altar boys would also be much appreciated.

6. Phototaking

Please note that in order to maintain respect for the sacred spaces, photographers/cameramen may not enter the Sanctuary/Altar area. If you wish to continue photo-taking and filming in the church grounds after the wedding, please ensure the bridal cars are cleared from the church entrance to facilitate the arrival of next bridal party.

7. Liturgy

Wedding Mass or Service Liturgy (readings, songs, prayers, mass proper, etc), couple is to select and prepare the booklet. To help you, the wedding preparation booklet is available for sale in the Parish office or Piety shop.

Day & Date of Wedding: _____ / _____ / _____ (dd/mm/yyyy)

Wedding Time Slot (SAT): 9.00am 11.30am 2.00pm

Weekdays: _____ Liturgy: Mass Service

Marriage Solemnization: R. O. M Church of St Mary of the Angels

*** Please file a notice of marriage at: www.rom.gov.sg at least 25 days ahead of solemnization ***

(If already Solemnized at R.O.M., Date: _____ / _____ / _____ Cert No: _____)

DETAILS OF BRIDE AND BRIDEGROOM

	Bride	Bridegroom
Name		
Address		
Tel No: (Residence)		
Tel No: (Mobile)		
Email		
Religion		

EXPENSES

Deposit (refundable)	\$200
Church Offering	\$200
Flower Decoration & Accessories	\$300
Wedding Preparation Booklet	\$10
Wedding Candles	\$28
Choir (Optional)	\$200

Total Payment: \$ _____

Date: _____ R/N No: _____

Full payment must be made one month prior to wedding date

LITURGY

- Altar Boys Yes No
- Parish Choir Yes No
- Choir provided by Couple* Yes No

* Only Parish Choir / Organist are allowed to use Church organ. Outside Choir / Organist are allowed to use only keyboard.

To arrange for choir, please contact the following Choir coordinator 2 months in advance:

Allison Low 9682-1202 allyhah@pacific.net.sg

RECEPTION ON PROPERTY

- St Clare Hall
- Canteen
- Forecourt* Walkway
- Forecourt* Piazza

Rental	\$100 / hr	\$50 / hr	\$200	\$400
Aircon	Yes	No	No	No
Rental Includes	No tables & chairs	10 round tables & 80 chairs	No tables & chairs	No tables & chairs
Sound System	Yes	No	No	No
Time: From To				

Use of Reception area is for 4 hrs (inclusive of 1 hr preparation and clearing of premises). If use of Reception area exceeds 4 hrs, an extra fee will be deducted from the \$200 refundable deposit.

* Forecourt must be cleared 30 minutes before any mass time.

Only church appointed tables and chairs supplier is allowed. Please contact Mr Patrick Lim of *Soon Heng Tables & Chairs Service*. Tel: 9615-0096/6368

Caterer Name / Person-in-charge: _____

Caterer Tel no: _____

Remarks: _____

If you have queries or require further info, please feel free to contact the Priest who will be presiding at your wedding.

Fr John-Paul, ofm (jptan@stmary.sg) Fr Joseph Lee, ofm (joelee@stmary.sg) Fr John Derrick, ofm (johnderrick@stmary.sg)