



St. Monica's Catholic Church

22 Robinson Street, Moonee Ponds, Victoria 3039

Phone : (03) 93705035

Email : mooneeponds@cam.org.au

Website: www.stmonicasparish.com.au

MARRIAGE REQUIREMENTS AND INFORMATION

Please read carefully through all of the information in this document.

Church Address:	820 Mount Alexander Road, Moonee Ponds, VIC 3039
Parish Office Address:	22 Robinson Street, Moonee Ponds, VIC 3039 <i>(Address for correspondence)</i>
Parish Office Hours:	Tuesday to Thursday, 9 am – 3:30 pm.
Phone and Email:	(03) 9370 5035 / mooneeponds@cam.org.au

BRIEF HISTORY OF ST. MONICA'S PARISH

St. Monica's Parish began in 1854 as the Keilor mission and thirty years later made its centre at Moonee Ponds where most of the population then lived. As Melbourne grew, the outlying parts of the parish became separate parishes and St Monica's Parish now covers most of Moonee Ponds and a sizeable part of Essendon, all within municipality of Moonee Valley. Like so many parishes in Melbourne today, St Monica's is a good example of the universal church, having people from many nations working, living and praying together. There is also an abundance of children in the parish and this blessing is a challenge for the parish in its efforts to provide a Catholic education for them all. Christianly is a way of life that is lived. The various prayer and service groups of St Monica's show this. You are welcome to be part of this, as you share with us your talents and become enriched with the love of God.

PREPARATION NOTICE

- All couples should be aware of that Marriage is one of the Sacraments of Catholic Church, a serious life-long commitment, not merely a matter of arranging the reception, filling in the required documents and getting to the Church on time.
- A bride or a groom should call us or email us to find the availability of your requested date.
- Please know that our church is available for wedding **only on SATURDAY, either 1.30 pm or 3.30 pm.**
- Once you find the requested date is available, complete the application form as soon as possible and send us via email.
- Wedding arrangements will only be made with the couple and not with friends or family of the bride or groom.
- If either partner has been through any form of Marriage before, no matter where or when, it is important to make this fact known before making a firm booking.

DOCUMENTS REQUIRED

- **Baptism Certificate:** Required for baptised persons.
Either the actual Certificate of Baptism or a Verification of Baptism Certificate is acceptable. For a verification, contact the church where the baptism took place. You may be asked to provide your full name, date of birth, parents' name (including mother's maiden name and date of baptism if known).
- **Confirmation Certificate:** Required for Catholics who were confirmed.
Same as Baptism Certificate.



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- **A Permission/Letter of Freedom to Marry:** Required for Catholics not living in St Monica's Parish.
You may have to contact your local church to inform the Parish Priest that your wedding will celebrate at St. Monica's, Moonee Ponds. Then, the Parish Priest will issue this letter for you.
- **Pre Marriage Course Certificate:** All couples wishing to be married at a Catholic church are expected to attend a Pre Marriage preparation course. Please find below the current available courses:

➤ **Marriage Education from CatholicCare**

Phone: 9287 5516

Email: relationshipeducation@ccam.org.au

Website: www.ccam.org.au

➤ **Relate Well (Family Relationships Institute)**

Phone: 9354 8854

Email: relate@relatewell.org.au

Website: www.relatewell.org.au

➤ **Smart Loving**

Phone: 0434 346 280

Email: info@marriagerc.org

Website: www.SmartLoving.org/Melbourne

- A couple will also be asked to prepare for other documents such as Birth Certificate, a copy of Passport and of Driver Licence, etc. for documentation required by Government.

WEDDING PREPARATION MEETING

- If you have your own celebrant, you should contact to him to discuss the whole ceremony of your wedding and the documentation.
- If you ask for one of St. Monica's priests as you live in our parish boundaries, approximately 2-3 months prior to the wedding a priest will contact you to arrange a meeting and fill in Government and Church documents. You should bring your all required documents at this meeting. The celebrant will inform you further details of documents required.

COST OF THE CEREMONY

- The Wedding Cost in 2024 is **\$1800.00**
- **\$800.00 (non-refundable) deposit** should be paid at the time of booking the church.
- The Wedding Cost in 2025 is **\$1900.00**
- **\$950.00 (non-refundable) deposit** should be paid at the time of booking the church.
- Once you send us the application form, you will receive our EFT details for your deposit from our office manager.
- To secure your ceremony, the priest celebrating your wedding needs to have been booked.

CANCELLATION OF INTENDED MARRIAGES

- If a couple have to cancel their wedding, please notify the Parish Office at 9370 5035 as soon as possible. You will appreciate that cancellations **MUST** be made in writing.



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The above information is supplied to help you in your preparations. Please feel free to consult with the priests (or the office manager) at any time. We are here to assist you.

CHURCH INFORMATION

CAR PARKING

- The space at the front of the church is for Bridal cars only.
- Please advise guests, musicians and photographers that they should park elsewhere.
- On Saturday there is ample parking space in the school grounds behind the church with entrances from Robinson Street (via Buckley or Blair Street).

PHOTOGRAPHS AND VIDEO

- Please ensure that photography and video taken during the ceremony is not intrusive and respects the sacred nature of the church. The photographer must consult with the celebrant before the ceremony.
- No drones nor aerial photography is permitted inside and outside the church.

FLOWERS

- The church normally has 4 large arrangements of flowers which reflect the liturgical calendar.
- Please be aware that you cannot choose the flower colour on the Altar as it is chosen according to the Liturgical Calendar.
- If you wish to arrange more flowers decoration by yourself, please consult with your celebrant or our Parish Office Manager.

MUSIC AT THE CEREMONY

- A couple who will get married at St. Monica's church need to talk with their celebrant about the list of music whether those are appropriate in the church.
- Basically, Church hymns and classical music (or instrumental music) are allowed to play, not any pop-song with lyric.
- You may bring your own smart phone device with songs or playlist, as we have a compatible socket
- You may find more information on the website – wedding page – Sound System Instruction.

PLEASE NOTE THAT:

- Confetti, Rice Petals and Bubbles, etc., all types of items which can be thrown or otherwise are forbidden in the church and inside the church grounds. Couples are requested to advise their guests to refrain from throwing them inside the Church or on the steps and pathways in front of the Church.
- Be mindful that after your wedding ceremony, the church will be used for other ceremony or Mass.
- St. Monica's church does not have bells, of any type.