



SISTERS OF CHARITY OF
THE INCARNATE WORD

SAN ANTONIO



THE CHAPEL
OF THE INCARNATE WORD

M O T H E R H O U S E

Please complete the below highlighted portions for your final meeting with the wedding coordinator. Details do not have to be 100% solidified, but it is best to have discussed the below and majority of the details confirmed before the meeting.

Please email the wedding coordinator if you have any questions

iwchapelweddings@gmail.com

Rehearsal: Friday evening before the ceremony - doors open at 5pm, start no later than 5:30pm. Rehearsal goes for about an hour.

Ceremony: [] 2025 at [] pm - access time one hour before, arrive no later than 30 minutes before the start of the celebration

Bride First / Last Name <i>How you would be referred to during rehearsal / ceremony, ie: legal name or nickname</i>	
Groom First / Last Name <i>How you would be referred to during rehearsal / ceremony, ie: legal name or nickname</i>	
Number of expected guests for the ceremony	

Vendors

While the chapel wedding coordinator will be overseeing the rehearsal and ceremony, any additional wedding coordinators are more than welcome and are invited to participate as a support for the couple. If they are indeed planning on attending either, please provide the information below.

Flowers (bouquet, corsage, boutonniere) may be delivered to the Chapel, however it is recommended to have them delivered to where you are getting ready. If you are having them delivered to the Chapel, please note the access time. Please ensure you have someone to distribute flowers and/or secure boutonnieres. The wedding coordinator will not distribute flowers nor secure boutonnieres on the gentlemen.

Wedding Coordinator <i>Name</i>	
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Photographer <i>Company, first and last name of photographer, email</i>	
Organist <i>Name</i>	
Cantor <i>Name</i>	
Other Musicians <i>Name(s)</i>	
Flowers Delivered to Chapel? <i>Yes / No</i>	

Day of the Wedding

Hospitality Ministers

Also called ushers / house party and/or greeters

Friends and family who are available to greet guests as they arrive for the liturgy. It is not mandatory to have hospitality ministers, but it is helpful. You may have as many as you desire. These people will not participate in the procession (unless an usher is accompanying someone in the procession), but will have reserved seating up front with your family. It is best to have these people arrive before the wedding party arrives. These people may also be responsible for distributing the worship aids to your guests, helping with seating, and coordinating guests who arrive during the processional.

Name(s)

Will you be having worship aids (programs) for the ceremony?

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Open seating or bride side / groom side? (for guests)

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Will you be doing a first look, or wait until you walk down the aisle?

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Procession

The entrance procession is a formal liturgical movement of people from one area to another – in this case, ritualizing our movement into the sacred prayer of the Mass. It often includes the Presider, wedding party, liturgical ministers, bride and groom, and sometimes members of their family. Consideration should first be given to good liturgical principles which support the sacramental nature of the rite, the sacred space and personal circumstances which accompany your celebration. Whatever is decided, the most important thing is that the procession remains a prayerful movement which calls us from a secular orientation or focus into the presence of God. The Presider and Music Minister can offer more insight as to the best option for your celebration. The cross leads the procession, followed by the liturgical ministers, followed by the Presider (unless he chooses to be at the front of the sanctuary prior to the beginning of the procession to meet the couple). **The wedding coordinator will work with you on the order of the procession and who will be walking with whom during the final meeting.**

		Name(s)	
Cross Bearer <i>Required</i>			
Lector One		Lector Two	
Priest <i>May process in or enter from side</i>			
Will Groom process in or enter from side		Process In / Enter from side	
Groom's parents <i>We will discuss during the final meeting if they are processing in, the order, pairings, and if anyone needs to loop around</i>			
Bride's parents <i>We will discuss during the final meeting if they are processing in, the order, pairings, and if anyone needs to loop around</i>			
Grandparents <i>Not required, but some couples choose to have grandparents process in. We will discuss during the final meeting if they are processing in, the order, pairings, and if anyone needs to loop around</i>			
Bridesmaids <i>In order from furthest away from the bride</i>		7.	

<i>to closest</i> <i>We will discuss how / if pairing with groomsmen during final meeting</i>	6.
	5.
	4.
	3.
	2.
	1.
Maid / Matron of Honor <i>Closest to Bride</i>	1.
Groomsmen <i>In order from further away from groom to closest</i> <i>May also come in from side - We will discuss how / if pairing with bridesmaids during final meeting</i>	7.
	6.
	5.
	4.
	3.
	2.
Best Man <i>Closest to Groom</i>	1.
Ring Bearer(s) <i>Not required</i> <i>Must be 5 years of age, or accompanied by someone over 16</i>	
Flower Girl(s) <i>Not required</i> <i>Must be 5 years of age, or accompanied by someone over 16</i>	
Bride accompanied by (<i>not required</i>)	

Who will have the rings during the ceremony?

Sometimes the ring bearers are too little, so the best man carries the ring and the littles have either just a pillow, or "fake" rings

The Liturgy

Sign Of The Cross & Greeting

Gloria

Collect

Liturgy of the Word

Those who will proclaim the Scriptures during your celebration. They should be able to articulate the scriptures you have selected clearly and with confidence. The priest or deacon always proclaims the Gospel reading. Readings will be printed out by the Chapel staff and placed on the ambo. If you need assistance with selecting your readings, please go to togetherforlifeonline.com/wedding/catholic-wedding-readings/

	Book, Chapter: Verses	Read / Sung By
First Reading		
Responsorial Psalm		Cantor
Second Reading		
Gospel Acclamation	—	Cantor
Gospel		Priest / Deacon

Homily

Celebration of Matrimony

Wedding party and/or BM/MOH to stand at the sanctuary or remain in seats?

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Questions of Consent

As prescribed in the Rite of Marriage, the Presider introduces the covenant the bride & groom will make with one another and then asks them questions regarding their freedom of choice to marry, faithfulness to each other, and the acceptance and upbringing of children.

The Exchange of Consent & The Reception of the Consent

According to the Latin tradition, the spouses as ministers of Christ's grace mutually confer upon each other the Sacrament of Matrimony by expressing their consent before the Church." (Catechism of the Catholic Church, 2nd ed., #188). The vow options listed in the Rite exhibit the characteristics of: CHOICE, PROMISE, FOREVER – necessary elements in order that the consent be considered a valid exchange within the celebration of the sacrament. The priest or deacon, as the official witness of the Church, receives the consent from and extends a blessing upon the couple in the name of the Church. There is currently no option to compose vows in the Rite of Marriage. If you have additional questions regarding this portion of the rite, please consult with your Presider.

Blessing and Giving of Rings

Optional Additions to the Rite of Marriage

Various symbols of unity, prosperity and prayer are sometimes observed by other ethnic traditions within our Church. Though often regionally or culturally "traditional," they are not currently/officially prescribed in the Rite of Marriage. These rituals or symbols often have some familial, spiritual or relational meaning to the couple. Care should be taken, however, whenever adding rituals and symbols to the Rite of Marriage/Mass. The aural and visual marriage symbols of unity (vows & rings), the nuptial blessing, and the Eucharist itself (when the rite is celebrated within Mass) are the most important symbols of unity in the marriage liturgy. When considering any addition, plan for these first. Since the options below are not formally a part of the rite, they follow no specific order, so you may find variances in their placement from one celebration to another. Be sure to discuss the addition of any symbol or ritual (and its placement) with your Presider.

	Name(s) of Sponsors
Arras <i>Coins</i>	
Bible <i>Blessing of Family Bible</i>	
Rosary <i>Blessing of Family Rosary</i>	
Lasso <i>Typically done after the Lord's Prayer and</i>	

placed on the couple for the Nuptial Blessing

Prayers of the Faithful

Also called Universal Prayer. Please write and send to the wedding coordinator ahead of the rehearsal

Name of reader(s):

Please select one:

- Catholic (without communion) - skip to Lord's Prayer
- Interfaith (without communion) - skip to Lord's Prayer
- Catholic, with the liturgy of the Eucharist (with communion) - continue below

Liturgy of the Eucharist

Photography is not allowed during the liturgy of the Eucharist nor the Communion Rite. The wedding coordinator will work with the photographer if they are unsure.

Preparation of the Table and Presentation of the Gifts

This is a transition period when the assembly's attention shifts from the Liturgy of the Word and ambo (and the Rite of Marriage, in this case) to the altar for the Liturgy of the Eucharist. The altar is prepared during this time and the offerings of bread and wine are brought forward and prepared, as well. It is not only a time of external preparation, but also, one of internal preparation of heart and mind for the Eucharist. A song or instrumental music may be done at this time.

Offertory Gift Bearers (one, two, or family)

Those who will bring the offerings of bread and wine to the altar. These gifts will be prepared for the reception of communion.

Name(s)

Prayer Over the Offerings

Eucharistic Prayer

Memorial Acclamation

Communion Rite

Lords Prayer

Recited as an assembly. Because the Lord's Prayer is one of the few prayers shared by Christians, it is most often and more appropriately recited so that the gathered assembly may actively participate.

Lasso (if including, see above)

Photography may be allowed during the moments of the Lasso and Nuptial Blessing. They will cease again during the sign of peace.

Nuptial Blessing

The Nuptial Blessing is always recited by the Presider as a part of the Rite of Marriage.

Sign of Peace

During this ritual "... the Church asks for peace and unity for herself and for the whole human family, and the faithful express to each other their ecclesial communion and mutual charity before communicating the Sacrament.

Skip to Concluding Rite if no communion (may include flowers to holy family). Another song may be sung if not including communion.

Fraction Rite

This is the ritual "breaking of the bread" (also used as the title of the ritual in some regions) during which time the consecrated bread to be shared is broken and the consecrated wine is prepared. The "Lamb of God" litany is sung during the fraction rite. It is repeated until the ritual action is complete. "Christ's gesture of breaking bread at the Last Supper, which gave the entire Eucharistic Action its name in apostolic times, signifies that the many faithful are made one body (1 Cor. 10:17) by receiving Communion from the one Bread of Life which is Christ, who died and rose for the salvation of the world."

Eucharistic Minister

A person(s) who distributes the sacred Body & Blood of Christ to those receiving communion. Must be active and have the proper dispensation to assist in this ministry. This role is not a requirement unless your priest asks for an eucharistic minister, if you anticipate more than 100 people to receive, or this role would be special for someone in your family to participate

Name(s):

Communion

The bride and groom may receive Holy Communion under both species (the Body and Blood of Christ), if both are Catholic. Guests will only receive the Bread.

Approximation of how many to receive communion:

Flowers to the Virgin Mary / Holy Family (optional)

The custom of bride and groom presenting flowers to and spending a brief period of devotional prayer in front of the image (statue or picture) of the Blessed Virgin Mary or Holy Family. This is done after communion. Please note that this devotion is not an official part of the ritual for the order of marriage.

Yes/No

Concluding Rite

Final Blessing

Introduction of the Couple

Though not a formal part of the Rite of Marriage, some Presiders introduce the couple following the blessing and prior to the recessional (and occasionally after the vows). You may want to inquire about this, and discuss, if applicable, how you wish to be introduced.

Names for introduction

Recessional

Walking back down the aisle after the ceremony. The below order and people included is what is typical, please discuss during the final meeting if you wish for something different.

Bride/Groom

Wedding Party (bridesmaids / groomsmen)

Bride & Groom Parents

Priest (if he wishes)

After the ceremony, you will be directed by the wedding coordinator to loop around to the front, using the side aisles, to begin pictures right away. The wedding coordinator will coordinate signatures on the wedding license by the presider and your witnesses (should they be required).