

# Instructions for Visitor Weddings

## Maria Lanakila Catholic Church Sacred Hearts Mission

Aloha! Thank you for your interest in our parish as a place to celebrate your Christian marriage. We know this is a very special time for you and we hope that we will be able to accommodate your wedding plans at either Maria Lanakila, the Mother Church of Maui, or at Sacred Hearts Mission in Kapalua.

Each year our parish hosts a large number of weddings for visitors from around the world. The information below is designed to assist you with your wedding plans and to help us coordinate the many wedding requests we receive with the other ministries of our church. We appreciate your cooperation and look forward to assisting you.

### General Information

1. At least one party must be Catholic.
2. All preparation and paperwork is completed in your home parish.
3. Weddings are celebrated *in the church building*, Monday through Friday, between 10 a.m. and 5:30 p.m. Saturday weddings are limited to Sacred Hearts Mission between 10 a.m. and 2 p.m. The churches are not available for weddings on holidays and Sundays.
4. The marriage ceremony may be with or without Mass.
5. Rehearsals are scheduled Monday through Thursday between 10:00 am - 2:00pm. The priest will not be present at the rehearsal.
6. The donation to the church in celebration of your marriage is \$1200.00 (and is inclusive of the gratuity for the priest).
7. The church should be reserved a minimum of (4) months in advance of your wedding date.

### Preparing For Your Marriage

1. Contact your parish priest to begin the formal marriage preparation required by your home diocese. Once your preparation program is completed, your priest will send the marriage documents to your local diocese for review. After the review is completed, they will forward the documents to: **Chancellor's Office, Diocese of Honolulu, 6301 Pali Highway, Kane'ohe HI 96744-5224 (ATTN: Nettie Peiler)**. Following the approval of our Chancellor's Office, your documents will be forwarded to our parish on Maui. Your marriage will be recorded in our parish register and your files will remain as permanent records of Maria Lanakila Catholic Church.
2. After you have met with your priest, contact our parish office to reserve the date and preferred church. We can advise of the availability of the church at that time and will tentatively block your requested date. **However, the specific date cannot be confirmed until we receive the required deposit of \$600.00.**

3. Next please send a Letter of Intent to our parish office to include the following:
  - The couple's names, religion, home addresses, telephone numbers, and email addresses.
  - The date and time of the wedding and the preferred church you wish to reserve.
  - The complete names of your witnesses (Best Man, Maid/Matron of Honor). **Two witnesses are required.**
  - The name, address, and phone number of your parish church.
  - The name of the priest preparing you for marriage.
  - The date of arrival on Maui and local hotel contact information.
  - **Please enclose the deposit of \$600.00 (personal check or money order in U.S. currency). The deposit is non-refundable.**
4. The balance of \$600.00 should be paid to the parish office upon your arrival on Maui, or you may choose to settle payment prior to your arrival.
5. You should obtain your **State of Hawaii Marriage License** as soon as you arrive on Maui. No blood tests are required in the State of Hawaii. You will need to show a form of picture identification at the time you apply for your license. We suggest you call a local marriage licensing agent several weeks before your arrival on Maui to make an appointment. There are several names of local agents listed under Additional Services. Once you have arrived and obtained your license, please plan to come to the parish office before your wedding. **Please bring the marriage license and the balance due with you to the church.** The parish office is located next to Maria Lanakila in Lahaina.

### Planning the Marriage Liturgy

The Christian marriage liturgy is, at its essence, a prayer, and the church is the unique place where we encounter God, Father, Son, and Holy Spirit. Everything that is sung, said, or done in the church should reflect the prayerfulness of the celebration and demonstrate reverence for the sacramental presence of Christ.

**The marriage liturgy may be celebrated with or without Mass.** If many of your guests are non-Catholic or if the number of guests is small, it is difficult to celebrate the Mass well. In these cases, we would encourage you to celebrate the simple form of the Rite of Marriage. The simple rite of marriage includes the following parts:

- Processional
- Greeting & Opening Prayer
- Old Testament Reading
- Responsorial Psalm (is not sung, it is omitted)
- New Testament Reading
- Gospel Acclamation
- Gospel Reading
- Homily
- Exchange of Vows
- Blessing & Exchange of Rings
- Optional Song and Floral Offering to Mary or Lei Exchange*
- Prayer of the Faithful
- Lord's Prayer

Nuptial Blessing  
Final Blessing  
Recessional

The length of the simple rite of marriage is approximately 30 minutes.

**Only Christian songs and instrumental music appropriate for Catholic liturgy will be permitted during the ceremony.** Your music selections are generally limited to the Processional, a song or instrumental music after the Exchange of Rings, and the Recessional. Music for the Responsorial Psalm and the Gospel Acclamation are available from the parish office to give to your musician.

**A Wedding Worksheet is attached to help you and your fiancé choose the music and Scripture readings for the ceremony.** This should be returned to Maria Lanakila one month prior to the wedding.

Below is some other information you may find useful in planning your marriage liturgy:

**Rehearsal:** A rehearsal may be scheduled Monday through Thursday at between 10:00am-4:00pm. The rehearsal usually lasts about a half hour. Please come prepared with the State of Hawai'i marriage license and the completed wedding liturgy worksheet.

*The Parish Coordinator is to assist with you with the formalities of the church and your marriage rite. The following services are the couple's responsibility unless you choose to hire your own full service wedding coordinator. See options listed under Additional Services.*

**Music:** You are responsible for hiring any musicians for your ceremony. Please see the note above regarding appropriate music and your selections. A partial list of wedding service providers is attached.

**Flowers:** Both churches are usually decorated with fresh, tropical arrangements throughout the year, except Lent. These should not be moved. You are welcome to add flower arrangements (except during Lent) provided they do not obstruct the view of the altar, ambo (reading stand), and the presider's chair. No flower petals, rice, birdseed, or confetti may be thrown inside or outside the church. However, live butterflies or bubbles are permitted outside the church after the ceremony.

**Church Furnishings:** The altar, ambo, and presider's chair are symbols of God's abiding presence with his people and are not to be moved. Additional decorations should not be taped, nailed, or tacked to the walls or pews, and must be removed following the ceremony.

**Unity Candle:** The lighting of a "unity candle" is not part of the Roman Catholic marriage ritual. If it is important to you, we suggest you make it part of the Table Prayer at the reception. A more appropriate gesture during the ceremony might be a floral offering to Mary after the exchange of rings.

**Photography:** We understand your desire to preserve the wedding on film and videotape. Photographers and videographers are welcome to take pictures during the liturgy provided that no flash photography is used, no one enters the sanctuary, and the movement of the participants is not impeded.

Videographers and photographers should check with the parish coordinator prior to the start of the ceremony.

**Food and Beverages:** Neither is allowed in the church.

**Dressing & Parking Facilities:** Unfortunately, we do not have changing rooms at either church. We suggest the couple come to the church dressed for the ceremony. Restroom facilities are available. There is plenty of parking at Sacred Hearts Mission. At Maria Lanakila, parking is available across the street at Republic Parking at a discounted rate.

**Bringing Your Own Priest:** If you wish to have another priest, who resides outside of Hawai'i, to preside at your marriage, it is necessary that additional information be sent to obtain a marriage license from the State of Hawai'i. There are also additional requirements for the Diocese of Honolulu. Our office and the Diocese of Honolulu will need to receive copies of his license and paperwork several weeks before the wedding date. Please note the donation for the use of the church remains the same.

### How To Contact Us

We are happy to answer any questions you might have.

**Fran Roloson, Parish Coordinator**  
Phone: 808-357-6891  
FAX: 808-667-5895  
Email: [fran\\_aip@hawaii.rr.com](mailto:fran_aip@hawaii.rr.com)

The parish office for both Maria Lanakila and Sacred Hearts Mission is located at: Our office hours are Monday - Thursday, 8 a.m. - 4 p.m. and Friday, 8 a.m. - 12 N Hawaii Standard Time.

**Maria Lanakila Catholic Church**  
ATTN: Wedding  
712 Waine'e Street  
Lahaina, HI 96761

Phone: 808-661-0552  
FAX: 808-661-1670  
Email: [info@marialanakila.org](mailto:info@marialanakila.org)

Thank you again for your interest in our parish. We look forward to being of assistance to you.

### **ADDITIONAL SERVICES**

#### **FULL SERVICE WEDDING COORDINATORS**

Fran Roloson "Aisles in Paradise, Maui Wedding Planners" (808) 357-6891  
[www.marialanakila.aislesinparadise.com](http://www.marialanakila.aislesinparadise.com) OR [www.aislesinparadise.com](http://www.aislesinparadise.com)  
Grace Emata "Aloha Style Maui Weddings" (808) 891-2701 or (808) 357-0780,  
[www.graceweddings.com](http://www.graceweddings.com)  
Tracy Flanagan "Dream Wedding-Maui Style" (808) 661-1777 or [dreamwed@maui.net](mailto:dreamwed@maui.net) or  
[www.adreamwedding.net](http://www.adreamwedding.net)

## **MUSIC**

Nars Febra (808) 661-6607 or [nars@marialanakila.org](mailto:nars@marialanakila.org) (Vocal, keyboard)  
Lisa Porter (808) 572-4020 or [lisaporter01@hawaii.rr.com](mailto:lisaporter01@hawaii.rr.com)  
Lori Ulman (808) 280-6030 (Vocal & Keyboard) [ciociarosebud@aol.com](mailto:ciociarosebud@aol.com)  
Willy Wainwright (808) 876-1307 or [williamwainwright2@hawaiiantel.net](mailto:williamwainwright2@hawaiiantel.net)  
(Violin – classical, contemporary)  
Danny Brown (808) 875-0854, cell-(808) 280-2800 or [dannyb@maui.net](mailto:dannyb@maui.net)  
(Organ, Piano, Keyboard, Vocal)  
Preston-Beachwood (808) 876-0231 or [pbm@maui.net](mailto:pbm@maui.net) (Vocal, keyboard, guitar, flute)  
Barry Fried (808) 572-3483 or [openeye@aloha.net](mailto:openeye@aloha.net)  
(Flute, Hawaiian Classical & Contemporary)  
Vania Jerome (808) 669-6934, cell-(808) 280-3026 or [vania@mauimail.com](mailto:vania@mauimail.com)

## **FLOWERS**

Sunya's Flowers & Plants (808) 669-8570  
A Special Touch Florist, Lahaina Toll free (800) 424-3455 or (808) 661-3455  
Napili Florist, Kapalua Toll free (800) 336-4861 or (808) 669-4861  
Flowers by Melissa (808) 878-3903 or [www.mauiflowers.com](http://www.mauiflowers.com)

## **PHOTOGRAPHY**

J. Anthony Martinez (Jam Photo) (808)281-1038 or [www.jamphoto.net](http://www.jamphoto.net)  
Lizada Photography (808) 874-6102 or [lizadac001@hawaii.rr.com](mailto:lizadac001@hawaii.rr.com)  
Patrick Roherty Toll free (888) 819-6775 or (808) 661-6775 or [www.plrphoto.com](http://www.plrphoto.com)  
Hans Pubanz "About You Videos" (808) 669-1044 or [maui@tiki.net](mailto:maui@tiki.net)  
John Pierre's Studio (808) 667-7988 or [www.john-pierres.com](http://www.john-pierres.com) or [jpsm@maui.net](mailto:jpsm@maui.net)  
Bruce Forrester Photography toll free (866) 388-3686 or [www.aloha-photography.com](http://www.aloha-photography.com)  
Creative Island Visions (808) 874-0586 or [www.creativeislandvisions.com](http://www.creativeislandvisions.com)  
Hawaii Video Memories (808)871-5788 or [www.hawaiivideomemories.com](http://www.hawaiivideomemories.com)

## **MARRIAGE LICENSE**

\*Local Licensing Agents (Lahaina/Kapalua)  
Sherilynn Takushi (808) 661-7257 or [stakushi@gte.net](mailto:stakushi@gte.net)  
Lynn Steberg (808) 667-4099 or [lynns@maui.net](mailto:lynns@maui.net)

**NOTE:** *The Wedding Services listed above are suggestions only and not meant as an endorsement by the Church and/or its staff. All arrangements and financial compensation are the sole responsibility of the individual(s) making the arrangements.*