



Protocols for Celebrating Weddings

Thank you for your commitment to celebrate a wedding in one of our Churches.

Please complete the attached celebrant acceptance form along with proof that you are a cleric in good standing. This evidence should be provided as follows:

Clergy who hold a Greater Sydney Ministry Card should:

1. Provide the number of your Ministry Card on the Celebrant Acceptance Form

Clergy who hold faculties from Sydney Archdiocese but not a Ministry Card should provide us with:

1. Your Working with Children Check Number;
2. Date of Birth; and
3. Proof of Faculties (Pagella or Faculties Card)

Clergy who do not hold a Sydney Ministry Card or Sydney Faculties:

You must seek permission to minister in Sydney from the **Chancery office**. You will find the relevant forms on the Archdiocese of Sydney Website under "Information for Visiting Clergy" (scroll to the bottom of the home page, look in the bottom right hand corner).

1. Clergy with an ACMR ID number should:

- provide their ACMR number to the chancery
- along with a signed Working with Children Check details form (available on the Archdiocesan website).

2. Clergy without an ACMR ID number should provide chancery with:

- Towards Healing Declaration by a Priest desiring to Work in the Catholic Archdiocese of Sydney AND
- Statement of Good Standing by Church Authority Declaration (to be completed by appropriate authority)
- A Working With Children Check (WWCC) Details Form—note the different form and conditions depending on whether clergy: are from within NSW, from elsewhere in Australia, or from overseas.

Any canonical dispensations must be obtained from the Sydney Archdiocese Chancery office by emailing the relevant form to chancery@sydneycatholic.org

Delegation to celebrate the wedding will be emailed to you from the parish office after you have submitted the celebrant acceptance form and provided proof of good standing. Should you have any questions or concerns, please contact Father Sam Lynch, Parish Administrator of St Thomas and St Patrick on +61 2 9798 6016 or via email at weddings@thomaspatrick.org.au

Thank you



Celebrant Acceptance Form

This form must be completed by a Priest to confirm that they have agreed to marry a couple in the Church of St Thomas of Canterbury or St Patricks on a chosen date and time, and that they will undertake marriage preparation and complete and lodge all required paperwork.

Please Note: Should a Priest become unavailable on the day of the wedding for some unforeseen circumstance, it remains their responsibility to find a replacement Celebrant and ensure all relevant paperwork and documentation is completed.

Please return this form to the Parish office once it has been completed at weddings@thomaspatrick.org.au

Date _____

I, _____ from the Parish / Community of

(Name of church/community & suburb)

from the Archdiocese / Diocese of _____ have formally

agreed to celebrate the wedding of _____ and
(Name of Groom)

(Name of Bride)

who intend to be married at _____ on _____ at _____.
(Name of Church) (Date of Proposed Wedding) (Time)

I agree to take responsibility for preparing the couple for marriage and for all administrative requirements of marrying in the Catholic Church.

I agree to obtain approvals for any required canonical dispensations from the Sydney Archdiocese Chancery office and to provide copies of such approvals with the *Nuptial Enquiry Form*.

I agree to leave the signed original copies of the *Notice of Intention to Marry* and the *Nuptial Enquiry Form* in the Church Sacristy at the conclusion of the wedding.

In signing this document, I warrant that I am a registered Minister of Religion for the purposes of the Marriage Act of the Commonwealth of Australia.

Signature of Priest

*Ministry Card Number**

** If you do not hold a Greater Sydney Ministry Card, please ensure you provide additional documentation as outlined in the covering letter.*

Priest's Email

Priest's Mobile Phone Number