



1700 George Dieter, El Paso, Texas 79936 ♦(915) 855-1661 ♦Email: receptionist@ststephendeaconandmartyr.org

Application for Marriage

Requested Date: _____ Requested Date Time: 1:00 p.m. ____ 2:30 p.m. ____
Language: English ____ Spanish ____ Bilingual ____

Groom's Information:

Full Name: _____
Address: _____ Zip Code: _____
Contact Numbers: Home _____ Work _____ Cell _____
Email: _____ Date of Birth: _____

Religion (circle one): Catholic Protestant Non-Christian Other: _____
Are you currently married to each other? (Circle one): Yes No
If Yes – Please (circle one): Civil Common Law
Do you have any Previous Marriages? (Circle one): Yes No

Bride's Information:

Full Name: _____
Address: _____ Zip Code: _____
Contact Numbers: Home _____ Work _____ Cell _____
Email: _____ Date of Birth: _____

Religion (circle one): Catholic Protestant Non-Christian Other: _____
Are you currently married to each other? (Circle one): Yes No
If Yes – Please (circle one): Civil Common Law
Do you have any Previous Marriages? (Circle one): Yes No

Please Note:

- 1. We require a minimum of a six (6) months preparation period. However, we are not accepting wedding dates prior to July 2021 – NO EXCEPTIONS.
- 2. No date is official until all required paperwork is received (see page 2).
- 3. The stipend (donation) is \$375.00. A minimum \$75.00 deposit is required when paperwork is turned in. It may be refunded if you cancel your wedding, at least 30 days prior to the scheduled date.
- 4. At this time, we can only confirm date and time of wedding however, we cannot confirm the quantity of guests allowed during the Mass.
- 5. At this time, in person marriage preparation classes may not be available. You may have to attend an online marriage preparation course (additional charge). This will be determined 4 to 6 months prior to marriage date.

Authorized amount to be charged: \$ _____ Credit Card: VISA ____ MASTERCARD ____

Card Number: _____

Expiration Date: _____ CCV Number: _____ Billing Zip Code: _____

Signature: _____ Date: _____

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INCOMPLETE PACKETS WILL NOT BE ACCEPTED. IF A PACKET IS RECEIVED INCOMPLETE, IT WILL BE RETURNED. REGISTRATION WILL NOT PROCESSED AND MARRIAGE DATE WILL NOT BE CONFIRMED.

Items needed for Mail in Marriage Registration

1. **Completed Marriage Application.**
2. **Sacraments required for both BRIDE & GROOM:**
 - a. **Baptism – Must be a NEW ORIGINAL COPY (This is permanently kept in our records). Baptism certificate can be obtained from the church where you were baptized (CANNOT BE OLDER THAT 6 MONTHS FROM DATE OF APPLICATION)**
 - b. **First Communion - When you receive your new baptism certificate, confirm this sacrament (if completed) is noted on the back. If it is not noted, please include a COPY of this sacrament in your packet.**
 - c. **Confirmation - When you receive your new baptism certificate, confirm this sacrament (if completed) is noted on the back. If it is not noted, please include a COPY of this sacrament in your application packet.**
3. **MARRIAGE LICENSE:**
 - a. **If the couple is already married by a justice of the peace – please include a copy of the original marriage license.**
4. **PREVIOUSLY MARRIED**
 - a. **If either of you have been previously married to other persons, by a justice of the peace, we need an original certified copy of the marriage and divorce decree.**
5. **ANNULMENT DOCUMENTATION:**
 - a. **If either of you have been previously married by a Roman Catholic priest, or an annulment has been obtained, please include a copy of the paperwork in the packet.**
6. **PREVIOUS MARRIAGE ENDED DUE TO SPOUSAL DEATH:**
 - a. **Please include marriage certificate and death certificate.**

***** Office Use Only*****

| Date | Amount Paid | Balance | Mode of Payment | Receipt # |
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