

Marriage File Checklist

IN ORDER TO EXPEDITIOUSLY PROCESS MARRIAGE FILE, THE FOLLOWING ITEMS MUST BE INCLUDED,

✓ PLEASE CHECK IF COMPLETED

- Cover letter from the Pastor/Administrator (including date and place of the upcoming wedding, request for permission, dispensation, Nihil Obstat or other),
- Pre-Nuptial Questionnaire- dated, signed by both parties and person conducting preparation,
- Baptismal Certificate(s), for Catholic parties with **all notations**, certificate must be issued from the church of Baptism **within 6 months**,
- FOCUS or PMI results,
- Two affidavits concerning freedom to marry for each (two for groom and two for bride),
- Marriage retreat/workshops certificates,
- When previously married-Decree of Nullity of Marriage or death certificate of the previous spouse,
- If marriage is to be celebrated outside of the Diocese of Venice-a letter from the proper Pastor/Administrator permitting marriage and address of the Church where the marriage is to be celebrated,
- All documents in foreign languages must be translated into English Language and notarized,