



Holy Cross-Immaculata Parish  
30 Guido St. Cincinnati, OH 45202  
(513) 721-6544 holymacpastorfuse.net

Dear Father or Deacon:

The purpose of this form is to confirm that you will indeed preside at the wedding of the couple listed and you are therefore requesting that I grant delegation for you to do so. Please fill out the information below and return this form to our parish office.

It is expected that unless otherwise arranged, you will conduct all marriage preparation for the couple and obtain all required documents, including any dispensations that may be required.

Preparation includes completing the M-1 Form of the Archdiocese of Cincinnati (or a similar form from another diocese), facilitating the FOCCUS Inventory, *Fully Engaged* or similar preparation, and making certain that the couple participates in a Pre-Cana Conference.

We would prefer that you send the completed file to our parish office one month prior to the wedding. If this is not possible, please bring the complete file with you and give it to the wedding coordinator.

It is expected that you will follow the guidelines for the New Rite of Marriage as published in ***A Wedding Liturgy Planning Guide for Couples, 2016***, Archdiocese of Cincinnati.

Priests and deacons from outside the Archdiocese of Cincinnati must also submit a "Letter of Faculties" from your bishop and submit the necessary paperwork to our chancery office. You will also need to submit proof of an Ohio licensure to solemnize a wedding in the State of Ohio.

Respectfully,  
Fr. Len Fecko, Pastor

|                                  |                          |
|----------------------------------|--------------------------|
| ✠                                |                          |
| BRIDE                            | GROOM                    |
| <b>DATE OF WEDDING:</b> _____    | <b>TIME:</b> _____       |
| <b>PRESIDER:</b> _____           |                          |
| <b>ADDRESS:</b> _____            |                          |
| <b>EMAIL:</b> _____              | <b>CELL PHONE:</b> _____ |
| <b>DIOCESE:</b> _____            |                          |
| <b>CURRENT ASSIGNMENT:</b> _____ |                          |
| <b>SIGNATURE:</b> _____          |                          |
| <b>DATE</b> _____                |                          |