



Mission Basilica San Diego de Alcalá

10818 San Diego Mission Road, San Diego, CA 92108-2429

Telephone: (619) 283-7319

Fax: (619) 283-7762

November 28, 2011

Attached is a packet of information on *Wedding Guidelines for Mission San Diego de Alcalá Church*. Please read them over thoroughly. We will need the following **SIX (6)** items in order to book your date on the calendar:

- (1) “*Wedding Reservation*” form that must be filled out and signed before we can assign you a date on the calendar. You **MUST** call the office for this form.
- (2) **Letter** from the priest/deacon who will be preparing you for the marriage, with the date and time of the wedding and including the priest's/deacon's current address and phone number.
- (3) **Letter** from the priest/deacon who will be performing the ceremony, with the date and time of the wedding and including the priest's/deacon's current address and phone number.
- (4) If your priest or deacon is not from the Diocese of San Diego, we will require a *Testimonial of Suitability for Temporary Ministry* form from the priest's or deacon's Bishop or Religious Superior before we can book the wedding.
- (5) “*Bride and Groom Guidelines*” form filled out and signed, and
- (6) **Check** for the deposit in the amount of \$300; balance of \$600 to be paid 30 days prior to your wedding date.

Weddings at Mission San Diego de Alcalá are held on Saturdays at 10:00 a.m., 12:00 noon, and 2:00 p.m. Rehearsals are held Thursdays, 3:30 and 6:00 p.m. and Fridays at 3:30, 6:00, and 7:00 p.m.

Please call the office for a *Wedding Reservation* form and to check the availability of date and time you would like to reserve. No tentative holds may be placed on a date or time.

Best wishes on your wedding plans.

Diana Estrella, Parish Secretary
Enclosures