



#### REHEARSAL COORDINATOR:

- ❖ Families are to contact the Rehearsal Coordinator LOY BANEZ at least 6 (six) weeks prior to the ceremony at (415) 333-7630x15.
- ❖ Families will meet Loy 5 (five) weeks prior to date to finalize ceremony details.
- ❖ Rehearsals are routinely scheduled for the Thursday prior to the ceremony.

#### MUSIC DIRECTOR:

- ❖ Families are to contact the Parish Music Director MARIO BALESTRIERI at least 3 (three) months prior to the ceremony at (415) 333-1767.
- ❖ All music must be coordinated through the parish music director.



## Additional Information

**ALLOTTED TIME:** Each quinceañera is given a 1½ hour time block, which includes: set-up, ceremony, and picture taking.

**FLOWERS:** Flowers are the responsibility of the family. Families are encouraged to share flowers with other wedding parties or quinceañeras scheduled for the same day. Flower arrangements are to be left on the altar as a gift to the worship community.

**DECORATIONS:** No tape, nails, or tacks of any kind may be used. NO flowers, rice, or birdseeds may be thrown inside or outside the church.

**VIDEO/PHOTOGRAPHERS:** No flash once in the sanctuary. Pictures may be taken in or around the church before the ceremony. If there is a ceremony prior to yours, please respect their time. NO EXCEPTIONS will be made to this policy.

During the ceremony pictures (without flash) may be taken from the choir loft, aisles or from the center aisle behind the congregation. Photographers are not allowed in or around the sanctuary or in the front of the center aisle. There is limited time for photographs following the ceremony and pictures. This means that the photographers must be completed at 12:30 pm (11am), 2:30pm (1pm) or 4:30pm (3pm). The videographer may set up a camera on the side of the sanctuary. It may be rolled out for the entrance procession. After the quinceañera party enters the sanctuary, the camera must be rolled BACK to the side of the sanctuary. No special lighting may be used at any time. The quinceañera may wear a wireless microphone. No other microphones are allowed. A second camera may be placed in the choir loft or in the side aisle. All cameras must remain stationary once the quinceañera party has entered the sanctuary.

## Church of the Epiphany



827 Vienna Street  
San Francisco, CA 94112  
(415) 33307630

[www.EpiphanySF.com](http://www.EpiphanySF.com)

# Quinceañeras at Church of the Epiphany

Who Can Have A Quinceañera at Church of the Epiphany?

- ❖ The family must be registered and active parishioners.
- ❖ If not registered, the family must have some type of connection to the parish—i.e. attended School of the Epiphany, received any sacrament at Church of the Epiphany (Baptism, First Communion, Confirmation),
- ❖ Family will register at Church of the Epiphany.
- ❖ If registered at another parish, written permission must be obtained.



*"Thank you, Lord, for giving me life and for creating me in your image and likeness. Thank you for sending your Son to save me and your Holy Spirit to sanctify me. To all your love and grace, I desire to respond, Yes. And with your help, I will dedicate myself with greater generosity to serve you in my brothers and sisters."*

**PLANNING THE CEREMONY:** You must contact the Parish Office at least 4 (four) months prior to the proposed date to make an appointment with a parish priest.

**REQUIRED DOCUMENTS:** We need copies of Baptism, First Communion and Confirmation certificates. If not yet confirmed, please bring a letter from the Director of Religious Education verifying enrollment in the Confirmation Program.

**ALLOTTED TIME:** Each quinceañera is given a 1½ hour time block, which includes: set-up, ceremony, and picture taking.

## **PREPARATION CLASS & RECONCILIATION:**

- ❖ A preparation class for the quinceañera and parents will take place 6 (six) weeks prior to the ceremony.
- ❖ It will be on the same day they meet with the rehearsal coordinator.
- ❖ It will take approximately 2 (two) hours.
- ❖ The entire entourage (if Catholic) must go to Confession 1 (one week) prior to the ceremony.
- ❖ It is usually on the day of the rehearsal—either before or after.

## **QUINCEAÑERA DAYS & TIMES:**

- ❖ Saturdays at 11:00am, 1:00pm, or 3:00pm
- ❖ Priority is given to Sacraments such as marriage and baptism.
- ❖ Dates will only be calendared after meeting with a parish priest or deacon.

## **SUGGESTED DONATIONS:**

- ❖ The donation for the church is \$450.<sup>00</sup>. A non-refundable deposit of at least \$200.<sup>00</sup> must be made upon calendaring of the date.
- ❖ Rehearsal coordinator is \$100.<sup>00</sup>
- ❖ Altar servers are \$10.<sup>00</sup> each (cash). Ordinarily there are 2 (two).
- ❖ A separate donation for the priest may be given.

Happiness in  
family life is  
most likely  
to be achieved  
when  
FOUNDED  
UPON the teachings  
of the Lord, JESUS  
CHRIST

The Family: A Proclamation to the World