

***Ave María Catholic Church***

9056 E. Parker Road  
Parker, CO 80138-7209

Office: (303) 841-3750  
Fax: (303) 841-2412

(Revised: 03/11/09)

***Application and Guidelines for the Quinceaños Ceremony***

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mother: \_\_\_\_\_ Father: \_\_\_\_\_

Address: \_\_\_\_\_

Home #: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

- Are you registered in the parish? Yes: \_\_\_\_\_ No: \_\_\_\_\_
- Have you made your First Communion? Yes: \_\_\_\_\_ No: \_\_\_\_\_
- Have you been Confirmed? Yes: \_\_\_\_\_ No: \_\_\_\_\_
- Are you in a religious education program? Yes: \_\_\_\_\_ No: \_\_\_\_\_
- Dates available for Quinceañera in 2008 are:

April 25, 2009 at 10 a.m.  
 May 23, 2009 at 10 a.m.  
 June 27, 2009 at 10 a.m.  
 July 25, 2009 at 10 a.m.

August 22, 2009 at 10 a.m.  
 September 26, 2009 at 10 a.m.  
 October 24, 2009 at 10 a.m.  
 November 28, 2009 at 10 a.m.  
 December 26, 2009 at 10 a.m.

Date chosen: \_\_\_\_\_

Practice date & time: \_\_\_\_\_

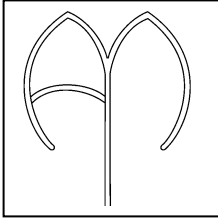
\*\* **Church fees:** There are NO fees assessed for blessing of the Quinceañera during an ordinary Mass.

\*\* **Church fees** for a Quinceaños celebration at a Special Mass:

\$100.00 (church use fee for utilities and building)	Date paid: _____
\$150.00 (deposit for church hall is used for reception)**	Date paid: _____
** See attached Rental/Use Agreement	

\*\* Music contact: \_\_\_\_\_

**\*\*\* Fees must be paid at least 1 month before the ceremony. \*\*\***



## ***Ave María Catholic Church***

9056 E. Parker Road  
Parker, CO 80138-7209

Office: (303) 841-3750

Fax: (303) 841-2412

### ***Parish Quinceañera Celebration Guidelines***

Quinceañeras are scheduled normally scheduled Saturdays based on availability. No Quinceañera celebration should not be scheduled on Sundays, during Holy Week, or Holy Days of Obligation.

#### **Personal Requirements:**

1. The young woman preparing to celebrate her quinceaños must be a registered and an active participant in the Christian Faith Formation Program at the Ave María Catholic Church for at least six (6) months before she may submit an application to have a Quinceaños ceremony at Ave María. \*\*
2. The girl must have already made her First Reconciliation, First Communion, and either have received the Sacrament of Confirmation or be in formation for reception of the Sacrament.
3. The young woman must also be enrolled and participating in at least one of the parish's available youth-level religious education programs.
4. The young woman must be a person who regularly receives the Sacraments of Reconciliation (Confession) and Eucharist (Communion) and possesses no existing impediments, which preclude her from receiving such sacraments.
5. \*\* A Quinceañera is generally celebrated in the parish where the girl and her parents are registered and active members. For a celebration at Ave María, the Quinceañera and her parents must be registered and active participating members of Ave María Catholic Church for a minimum of six months prior to submitting an application for a Quinceaños celebration.
6. If the young woman meets the above personal requirements for having a Quinceañera celebration, she and her family must understand that the parish generally schedules only one Quinceañera celebration per month. Therefore, there is not guarantee a monthly Quinceañera celebration will be only for one girl. In other words, by nature of the community and public nature of Catholic liturgies, "personal" or "private" Quinceañera celebrations are not offered at the Ave María Catholic Church.

7. If the young woman who desires a Quinceañera celebration at Ave María Catholic Church is not a registered parishioner, she and her family must first obtain written permission from the pastor of their registered parish and this letter must be sent directly to the pastor of the Ave María Catholic Church at least one month before the scheduled celebration.
8. The girl and her attendants are required to attend the Spiritual Preparation Program for Quinceañeras offered at Ave María Catholic Church. This program consists of one, two to three-hour session. This program includes subjects/topics such as: history of the Quinceaños celebration; Mass of Thanksgiving; the Quinceañera's Prayer of Dedication; living the faith; maintaining chastity and secular/worldly challenges; remembering the baptismal promises; etc. Failure to complete the preparation program at least two months before the scheduled event, will be grounds for cancellation of the Quinceañera celebration, at the discretion of the Ave María Catholic Church pastor.
9. Fill out the application form and establish the date and time of the celebration.
10. Contact the celebrant (priest or deacon) of the ceremony to determine the date and time for rehearsal, if needed.
11. If you plan to have Señoritas and Chambelanes in your procession, please have their names and position placements on paper for the celebrant during the rehearsal—to help facilitate the opening procession.
12. The parents of the individual celebrating their Quinceaños will accompany him/her to the altar.
13. The señoritas and escort or chamberlain will not be part of the celebration procession or recession; they will already be seated in the church when the celebration begins.
14. After the Gospel and homily by the celebrant, the young woman will renew her **promises to God** and verbally express her **prayer of dedication**.
15. After her prayer of dedication, the Quinceañera may be presented by her sponsors or godparents (padrinos) with symbols of our Catholic faith: the medal (medalla); a prayer book (libro de oraciones); a bible (biblia) a rosary (rosario); the ring (el anillo); the crown (la corona); and/or flowers (las flores).
16. The individual celebrating their Quinceaños and other young people in the ceremony are highly encouraged to go to **confession** prior to receiving **Holy Communion** at the mass. If some of the young people are not Catholic, they may come forward at communion time with arms crossed across their upper torso to receive a **blessing**.

17. Please inform your friends that our church is a House of God and all should **speak, act, and dress properly, appropriately, and respectfully.**
18. Decorations (bows, flowers, etc) can be attached **ONLY** by ribbons—not by tape, nails, etc.

**Attire:**

The church is the house of the Lord. Modesty and simplicity of grooming are required at all times. Dresses with a décolleté, split skirt or backless/strapless are not appropriate and not permitted. Discrete earrings, a simple necklace/bracelet and a wrist watch may be worn by the girls.

**Rehearsal:**

1. The date and time of the rehearsal are to be scheduled at the same time that the Quinceañera date is set. The girl, her parents, and all those who have a special role in the Mass (e.g., escorts, etc) and procession must attend the rehearsal.
2. Rehearsal will begin on time and will generally not exceed one hour.
3. The rehearsal is a serious occasion demanding everyone's attention and takes place in the House of God. Decorum and reverence are to be observed at all times. All those at the rehearsal should refrain from inappropriate behavior, be dressed appropriately, avoid chewing gum, etc.

**Flowers and Candles:** Primarily because the Quinceañera celebration is NOT a sacramental liturgy:

1. No candelabra or wedding-style arches are permitted in the church.
2. Flowers cannot be placed on the altar of the sacrifice of the Mass.
3. Flowers and decorations should be of such a nature as to compliment the ceremony, not overshadow it.
4. Nothing is to be taped, glued or tacked to the ends of the pews or any church furnishings.
5. The furnishings or settings of the sanctuary and church may not be disturbed, moved, obscured or altered.

### **Cost:**

If the young lady has met all the personal requirements, we ask for an offering of \$100 to reserve the church. Any further contribution to the church should be in proportion to the overall expenditures of the event, determined by the generosity of one's heart and one's conscience. If the parish social-hall (Dwyer Hall) is to be utilized for a reception following the celebration, an additional, refundable \$150.00 deposit (less any cost of damages as a result of the reception/attendees) is requested. Please refer to the parish's Rental/Use Agreement for further details and restrictions.

### **Ceremony:**

1. The Quinceañera celebration is commonly celebrated within a Mass. Another form of celebration may be the Quinceañera ritual celebrated without a Mass (for various reasons) or a group Quinceañera may be celebrated with other girls of the parish (to share expenses, etc). It should be clear that the priest/deacon presiding at the Quinceañera is open to various forms of celebration, especially if these forms emphasize the religious aspect of the passage from youth to adulthood, and if they emphasize simplicity (that is to say, a simple celebration -- without going to great expense).
2. The celebration of the Quinceañera emphasizes the commitment of the young woman's life to God. Therefore, care must be taken to make sure that the Quinceañera celebration NOT resemble a wedding ceremony.
3. Please take care to observe that the traditional gifts that can be offered in the church are these: (1) Bible or prayer book; (2) Rosary; (3) Medal or crucifix; (4) Ring and/or crown; and (4) Flowers presented to the Blessed Virgin Mary. Special kneeling cushions can be part of the procession. Other gifts can be presented elsewhere, but not in the ceremony.
4. Music at the Mass is strongly recommended. In accordance with liturgical policies and guidelines on music for Quinceañeras, the parish music director(s) will help young girls in the selection of music. The young woman may choose music in Spanish or English, organ or guitar. However, all music used in the ceremony must be religious in nature. Secular songs are not appropriate for the liturgy. Please call the parish office ((303) 841-3750) to make an appointment to speak with the Director of Music.

The parish music director / cantor are the official music representatives for all parish liturgies and ceremonies. The fee for their services is to be arranged between the representative(s) and the family planning the Quinceañera celebration. That fee may vary in accordance with music requirements.

5. It is encouraged that family members and friends do the readings at Mass. Readings and readers need to be selected ahead of time in consultation with the priest during the celebration planning meeting(s).

### **Photography:**

Photographers and videographers are welcome during the ceremony, but they must always remember that a Quinceañera celebration is a sacred ceremony. They must take care not to interfere with the religious nature of the ceremony. Photographers should arrive well ahead of time and consult with the presiding priest or deacon on his specific guidelines and requirements.

Photographers may not enter the sanctuary during the ceremony. Photographers may not obstruct the view of the congregation at any time during the ceremony nor may they interfere with the flow of the ceremony or communion at any time. Please consult with the presiding priest or deacon on his specific requirements.

### **Videotaping:**

Videotaping is allowed at the discretion of the priest/deacon. This must be approved prior to the ceremony.

With specific permission from the celebrant, a stationary camcorder may be placed in the area to either side of the sanctuary. Because of the presence of the young lady in the sanctuary, often this is not a good vantage point.

Photographs maybe be taken prior to and after the ceremony. If posed photographs are to be taken prior to the ceremony, the Church must be reserved for additional time for that purpose. Please consult with the parish secretary, (303) 841-3750 regarding available times and reservations.

After the ceremony, the period of time used for photographs should not exceed 30 minutes. It is very important that this instruction be followed due to the heavily committed parish schedule. If for any reason the ceremony begins late, you may not have the entire 30 minutes. In order to make the most efficient use of this time, please consult with your photographer and make a list of the photographs you want.

If you wish to pose with the priest or deacon who is presiding at your ceremony, please do this first, so that he may go on to other duties as their schedule dictates.

Please be sure to give a copy of these guidelines to your photographer and videographer.