



# ST FRANCIS OF ASSISI PARISH

5111 San Felipe Rd., San Jose, CA 95135,  
Tel# (408) 223-1562 Fax# (408) 223-1759

Date Submitted to Office:	<input type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Vietnamese
<input type="checkbox"/> Wedding and Marriage Prep	<input type="checkbox"/> Marriage Prep Only (will be getting married at different location)		
<input type="checkbox"/> Wedding Only (Preparation to be done by another priest/parish)			
<input type="checkbox"/> Convalidation	<input type="checkbox"/> Anniversary		

Proposed Date of Marriage:	Time: SATURDAY <input type="checkbox"/> 12PM <input type="checkbox"/> 2PM	Other Day Except Sunday:
Church of Marriage (If other than SFOA):	Officiating Priest/Deacon:	
Parish Preparing for Marriage SFOA <input type="checkbox"/> yes/no OTHER PARISH (Name of Parish):		
Clergy in charge of preparation (name of the priest/deacon)	Clergy Parish of Assignment:	
Date of preliminary interview: (Filled out by priest) (Name) (Date)	Start of Preparation (Date)	

<b>GROOM'S NAME:</b>			
Religion			
Home Address:			
Parish	SFOA yes/no	registered yes/no	others: (name of parish)
Contact #	Email:		
Is this your first Marriage	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, how many times have you been married? _____	Previously Married: <input type="checkbox"/> Yes <input type="checkbox"/> No	Currently Civilly Married: <input type="checkbox"/> Yes <input type="checkbox"/> No
Annulment: <input type="checkbox"/> Yes <input type="checkbox"/> No Form C : <input type="checkbox"/> Yes <input type="checkbox"/> No Lack of Form (to be filled out by a priest only) : <input type="checkbox"/> Yes <input type="checkbox"/> No			

<b>BRIDE'S NAME:</b>			
Religion			
Home Address:			
Parish	SFOA yes/no	registered yes/no	others: (name of parish)
Contact #	Email:		
Is this your first Marriage	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, how many times have you been married? _____	Previously Married: <input type="checkbox"/> Yes <input type="checkbox"/> No	Currently Civilly Married: <input type="checkbox"/> Yes <input type="checkbox"/> No
Annulment: <input type="checkbox"/> Yes <input type="checkbox"/> No Form C : <input type="checkbox"/> Yes <input type="checkbox"/> No Lack of Form (to be filled out by a priest only) : <input type="checkbox"/> Yes <input type="checkbox"/> No			

Comments
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# Routing Log Sheet

Information Form Given To <input type="checkbox"/> Fr. Matt <input type="checkbox"/> Fr. Michael <input type="checkbox"/> Fr. Lieu	Date:
<u>Step 1:</u> Permission to Proceed	<u>Step 2:</u> Date Form was returned to Rosie after preliminary Interview:
<u>Step 3:</u> Date the couple's folder was given to clergy who will do the marriage preparation (or do the wedding):	<u>Step 4:</u> Date couple's complete file was returned to Rosie:

<b>IF DOCUMENTS ARE NOT IN ORDER AFTER MARRIAGE PREPARATION</b>	<u>Step 4.1:</u> Date folder was returned for correction to the clergy who did the marriage preparation:
	Step 4 Date folder was returned to Rosie by the clergy who did the marriage preparation after correction:

## IF LETTER OF DELEGATION IS REQUIRED

Date the folder and Letter of Delegation were submitted for Pastor's signature:	Date when the Letter of Delegation and folder were returned for correction to Rosie by Pastor (if applicable):
Date the folder and Letter of Delegation were returned by Rosie for correction to the clergy who did the marriage preparation (if applicable):	Date the folder and Letter of Delegation were returned by clergy who did the marriage preparation to Rosie after correction (if applicable):
Date when folder and Letter of Delegation were submitted back to Pastor after correction: (if applicable):	Date when the folder and Letter of Delegation were returned to Rosie after signature:

Date when the letter of delegation was emailed to the non-SFoA priest:

## IF SUBMISSION OF DOCUMENTS TO MARRIAGE TRIBUNAL IS REQUIRED

Date when documents were submitted to Marriage Tribunal:	Date when documents were returned by the Marriage Tribunal for correction to the clergy who did the marriage preparation (if applicable):
Date when documents were returned to the Marriage Tribunal by the clergy who did the marriage preparation:	Date when Marriage Tribunal mailed the documents: