

PREPARATION CHECK LIST FOR BRIDE AND GROOM

MARRIAGE PREPARATION CHECKLIST	Who to contact:	Contact Info
<i>First Contact to Start the Process</i>	Kelly Pettit	kelly.pettit@stannbartlett.org
<i>Initial Appointment with Priest/Deacon</i>	Fr. Ernie DeBlasio	fr.ernie@stannbartlett.org
<i>Confirmed on Church Calendar and Fees Paid</i>	Cindy Tyler	cindy.tyler@stannbartlett.org
<i>Meeting with Director of Music</i>	Donna Sloan	donna.sloan@stannbartlett.org
<i>Meeting with St. Ann Wedding Coordinator</i>	Jerri Hess	jerrihess@gmail.com
<i>FOCCUS Completed</i>	Kelly Pettit	kelly.pettit@stannbartlett.org
<i>Natural Family Planning Seminar Attended (optional)</i>	Diocese of Memphis	https://cdom.org/marriage/
<i>Pre-Marriage Education Attended</i>	Diocese of Memphis	https://cdom.org/marriage/
If Required: <i>Permission/Dispensation Sent to Diocese</i>	Diocese of Memphis	https://cdom.org/tribunal/
If Required: <i>Permission/Dispensation Received</i>	Diocese of Memphis	https://cdom.org/tribunal/
<i>Marriage License Signed and Mailed</i>	Shelby County	http://www.shelbycountyttn.gov/574/Marriage-Licenses
If Required: <i>Dispensation Returned to Tribunal after Wedding</i>		

Other Useful Information

St. Ann Parish Office

6529 Stage Road
 Bartlett, TN
 Phone: 901.373.6011
www.stannbartlett.org

Diocese of Memphis Catholic Center

5825 Shelby Oaks Drive
 Memphis, TN 38134
 Phone: 901.373.1200
<https://cdom.org>

Shelby County Clerk Offices

Downtown: 150 Washington Ave
 Shelby East Complex: 1075 Mullins Station Road
 Millington: 4836 Navy Road
www.shelbycountyttn.gov

*Marriage Licenses are only valid for 30 days

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