



## FORM B – Instructions for the Diocese of Sacramento

1. Witnesses who live **within** the Sacramento Diocese meet with the authorized parish delegate (priest, deacon, or lay minister) at their parish (or the closest Catholic parish if the witness is not a Catholic). Form B is completed by the authorized parish delegate. The form is then signed and dated by the witness and signed by the authorized parish delegate. The parish seal/stamp is affixed to the form. The form is sent to the parish where the marriage preparation is taking place. The Form B will be added to the marriage preparation packet.
2. Witnesses who live **outside** the Sacramento Diocese meet with the authorized parish delegate (priest, deacon, or lay minister) at their parish (or the closest Catholic parish if the witness is not a Catholic). Form B is completed by the authorized parish delegate. The form is then signed and dated by the witness and signed by the authorized parish delegate. The parish seal/stamp is affixed to the form. The form is then sent to their diocese's Judicial Vicar who signs and seals the form attesting to the validity of the authorized parish delegate's signature. The form is sent to the Sacramento Tribunal, where it is reviewed and then sent to the parish where the marriage preparation is taking place. The Form B will be added to the marriage preparation packet.
3. The best witnesses to complete Form B are relatives of the bride or groom – parents, siblings, aunts or uncles. If relatives are unavailable to complete Form B, then long-time friends may serve as witnesses. Friends must have known the bride or groom for many years – and must state on the form how many years they have known the bride or the groom.
4. Only original signatures are accepted by the Sacramento Diocese; no copies of forms may be submitted.
5. Form B is to be filled out by the authorized parish delegate (priest, deacon, lay minister). Authorized parish delegates must verify the identity of the witness (driver's license, passport, etc.).

### **If the wedding is taking place outside the Sacramento Diocese**

The parish preparing the couple for marriage is responsible for assembling the required documents (<https://www.scd.org/sites/default/files/2019-09/Testimonial%20Submission%20Form.pdf>). The packet is to be submitted to the Tribunal at least four weeks prior to the wedding date, if the wedding is taking place within the United States. The Tribunal will review the packet and, if complete, will forward it to the diocese where the wedding will take place.

If the wedding is taking place outside the United States, a minimum of eight weeks is requested to ensure timely review of the packet and shipping to the diocese in the country where the wedding is to take place.

The Tribunal is not responsible for any delays in sending materials to the diocese where the wedding will take place due to incomplete packets.