



# Wedding Information

Please complete this information sheet as completely as you can and return it to the church as soon as practical.

The date of the wedding must be cleared with the Church office and the assigned minister, **and** the required deposit received **BEFORE THE WEDDING IS OFFICIALLY LISTED ON THE CHURCH CALENDAR.**

Members of the Church have first preference for dates.

**Wedding:** Date: \_\_\_\_\_ Day \_\_\_\_\_ Hour \_\_\_\_\_ a.m./p.m.

Wedding will be in: Sanctuary Chapel Other \_\_\_\_\_

Reception: At church Other \_\_\_\_\_

**Rehearsal:** Date: \_\_\_\_\_ Day \_\_\_\_\_ Hour \_\_\_\_\_ a.m./p.m.

Minister: \_\_\_\_\_

Assisting: \_\_\_\_\_

Wedding Hostess: \_\_\_\_\_

Organist: \_\_\_\_\_

Pianist: \_\_\_\_\_

Address after marriage: \_\_\_\_\_

\_\_\_\_\_

<b>Bride Information</b>	Name: First _____ Middle _____ Last _____
	Address: _____
	City/Zip _____ Telephone _____
	Email address: _____
	Age: _____ Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced
	If divorced: Date of Final Decree: _____
	Church Membership: _____ Location: _____
	Employer _____ Telephone: _____
Father's Name: _____ Mother's Name: _____	

<b>Groom Information</b>	Name: First _____ Middle _____ Last _____
	Address: _____
	City/Zip _____ Telephone _____
	Email address: _____
	Age: _____ Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced
	If divorced: Date of Final Decree: _____
	Church Membership: _____ Location: _____
	Employer _____ Telephone: _____
Father's Name: _____ Mother's Name: _____	

**MINISTER**  
The Minister assigned to your wedding will serve as counselor before the wedding, direct the rehearsal and officiate at the wedding. If you wish other ministers to participate in the service, you must clear this with the assigned Minister *before* proceeding with any wedding plans.

**SPECIAL REQUESTS**  
Family traditions or special requests you wish to have incorporated in the service must be cleared with the assigned minister in advance.

**STATEMENT OF COSTS**  
All wedding costs are payable on or before the date/time scheduled for the rehearsal.

**AND, FINALLY,** Your reason for desiring a church wedding:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

**Ceremony:**

Type of Wedding:  Double Ring     Single     Informal Service     Formal Service

Number of guests expected: \_\_\_\_\_ Dressing Rooms:     Women     Men

Person presenting the Bride: \_\_\_\_\_

During ceremony:  Kneeling     Communion     Unity Candle     Other \_\_\_\_\_

**Attendants:**

Maid of Honor: \_\_\_\_\_ Best Man \_\_\_\_\_

Female Attendants \_\_\_\_\_ Male Attendants \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Flower Girl \_\_\_\_\_ Ring bearer \_\_\_\_\_

(Flower Girl/Ring Bearer must be at least five years of age.)

Candlelighter(s) \_\_\_\_\_

**Decorations:**

Florist: \_\_\_\_\_ Telephone: \_\_\_\_\_

Candelabra:  Yes     No    Provided by:  Florist     Church    Other: \_\_\_\_\_

**Pictures:**

Photographer: \_\_\_\_\_ Telephone: \_\_\_\_\_

Pictures taken  Before     After     Both     Other \_\_\_\_\_

Videographer: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Seating Information:** (Please indicate family members that will be present.)

**Bride:**  Mother     Father     Grandparents (how many \_\_\_\_\_)

Other relatives/family friends requiring reserved seating: \_\_\_\_\_

**Groom:**  Mother     Father     Grandparents (how many \_\_\_\_\_)

Other relatives/family friends requiring reserved seating: \_\_\_\_\_

**Music:**

\*Organist:  Church to provide    Name: \_\_\_\_\_

\*Pianist:  Church to provide     Bride to provide    Name: \_\_\_\_\_

\*\*Soloist:  Church to provide     Bride to provide    Name: \_\_\_\_\_

\*When the organ or piano is used, it is the bride's responsibility to contact the organist/pianist regarding selection of music.

**NOTE:** If guitar or tape deck use is planned, arrangements are to be made with the minister. **If you plan to use taped music,** you must provide the machine on which to play the tap and the person to run the machine.

\*\*If a soloist will be performing, use of the church's sound system is required.

Processional: \_\_\_\_\_ By: \_\_\_\_\_

Recessional: \_\_\_\_\_ By: \_\_\_\_\_

Solo(s): \_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_ By: \_\_\_\_\_