

# Wedding Arrangements

## General Information

Bride's Name _____		Groom's Name _____	
Address _____		Address _____	
(Home Phone) _____	(Work Phone) _____	(Home Phone) _____	(Work Phone) _____
Church Membership _____	City _____	Church Membership _____	City _____
Officiating Minister _____			
Contact Person _____			
Wedding Date _____			
Wedding Time _____			
Rehearsal Date _____			
Rehearsal Time _____			
Bride's Parent's Name _____			
Parents' Home Phone _____			
Parents' Work Phone _____			

## Facilities Requested

<input type="checkbox"/> Sanctuary/Church	<input type="checkbox"/> Lobby Parlor/Bride's Room
<input type="checkbox"/> Shepherds Hall	<input type="checkbox"/> Baptismal Area/Groomsmen Room
<input type="checkbox"/> Fellowship Hall	<input type="checkbox"/> Other _____

## Church Services Requested

<input type="checkbox"/> Wedding Taped Music Requested	<input type="checkbox"/> Sound System
<input type="checkbox"/> Wedding Taped Music Provided by the Bride	<input type="checkbox"/> Live Music
<input type="checkbox"/> CD Taping Requested of Ceremony	<input type="checkbox"/> Other _____
<input type="checkbox"/> Cassette Taping Requested of Ceremony	<input type="checkbox"/> Other _____

## Wedding Arrangements Checklist

Number of Bridesmaids _____	Flower Girl	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Number of Groomsmen _____	Ring Bearer	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Number of Ushers _____	Unity Candles	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Number of Persons Expected _____	Double Ring	<input type="checkbox"/> Yes	Single Ring <input type="checkbox"/>
<input type="checkbox"/> Name of Florist _____	Phone	_____	
<input type="checkbox"/> Name of Organist/Pianist _____	Phone	_____	
<input type="checkbox"/> Name of Photographer _____	Phone	_____	
<input type="checkbox"/> Name of Soloist _____	Phone	_____	
<input type="checkbox"/> Other _____	Phone	_____	
<input type="checkbox"/> Reception Services (Contact Church Coordinator Directly)			

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## Wedding Agreement

I have read all wedding policies and agree to comply with the officiator's counseling requirements and payment of all fees as directed by the church wedding coordinator at phone number \_\_\_\_\_ .

The church wedding coordinator, \_\_\_\_\_

must be consulted before wedding plans can be considered complete.

Couples address after wedding :

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Please return to church office**

## For Office Use Only

Approved

Scheduled

Church Wedding Coordinator Assigned \_\_\_\_\_

Phone \_\_\_\_\_

Not Approved

Reason for Decision \_\_\_\_\_

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Date)