

# St. Paul's United Methodist Church

## Non-Member Wedding Application

Today's Date: \_\_\_\_\_

Bride: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Their phone: \_\_\_\_\_

Groom: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Their phone: \_\_\_\_\_

**Wedding Date:** \_\_\_\_\_ Time: \_\_\_\_\_ a.m. p.m.

Rehearsal Date: \_\_\_\_\_ Time: \_\_\_\_\_ a.m. p.m.

Rehearsal Dinner: yes no Time: a.m. p.m. Location: \_\_\_\_\_

Wedding Reception: yes no Location: \_\_\_\_\_

Officiating Minister(s): \_\_\_\_\_

Wedding Coordinator: \_\_\_\_\_ Phone: \_\_\_\_\_

Caterer: \_\_\_\_\_ Phone: \_\_\_\_\_

Photographer: \_\_\_\_\_ Phone: \_\_\_\_\_

Florist: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Number of: Bridesmaids \_\_\_\_\_ Groomsmen \_\_\_\_\_ Usher \_\_\_\_\_ Flower Girl \_\_\_\_\_ Ring Bearer \_\_\_\_\_

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

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

Soloist: \_\_\_\_\_

Other Musicians: \_\_\_\_\_

Music Selections: \_\_\_\_\_

Sound / Media System Technician: \_\_\_\_\_

Person responsible for overseeing that all property is removed: \_\_\_\_\_

Address After Wedding: \_\_\_\_\_

Telephone Number After Wedding: \_\_\_\_\_

**Fees:**

<b>Reservation &amp; deposit fee (must be paid to set the date)</b>	<b>\$100</b>	_____
<b>Damage Deposit</b>	<b>\$200</b>	_____
Church Facilities	\$300	_____
Church Facilities during July & August	\$400	_____
Rehearsal Dinner		
Use of Kitchen	\$50	_____
Use of Dining Room	\$100	_____
Use of Fellowship Room	\$100	_____
Reception		
Use of Kitchen	\$50	_____
Use of Dining Room	\$100	_____
Use of Fellowship Room	\$100	_____
St. Paul's Minister (pay directly)	\$200	_____
Wedding Coordinator (required & paid directly)		
Rehearsal & wedding	\$200	_____
Rehearsal Dinner	\$75	_____
Reception	\$100	_____
Organist and/or Pianist (pay directly)		
Rehearsal and Wedding	\$100	_____
Reception	\$100	_____
Sound System Technician (required & paid directly)		
Rehearsal and Wedding (maximum of 4 hours)	\$100	_____
Each additional hour	\$25	_____
Custodial Fee (required & paid directly)		
Rehearsal and wedding	\$100	_____
Rehearsal Dinner	\$75	_____
Reception	\$100	_____
<b>Total</b>		_____

**Rooms to be reserved:**

Sanctuary \_\_\_\_ Chapel \_\_\_\_ Library \_\_\_\_ Living Room \_\_\_\_ Dining Room \_\_\_\_ Parlor \_\_\_\_ Kitchen \_\_\_\_

Dressing Areas: \_\_\_\_\_

Notes:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**All fees are due and payable two (2) weeks prior to the rehearsal**

Office Use:

Total Fees: \_\_\_\_\_

Reservation fee made: \_\_\_\_\_ Date: \_\_\_\_\_ Check #: \_\_\_\_\_

Received by: \_\_\_\_\_

Payment: \_\_\_\_\_ Date: \_\_\_\_\_ Check #: \_\_\_\_\_

Received by: \_\_\_\_\_

Payment: \_\_\_\_\_ Date: \_\_\_\_\_ Check #: \_\_\_\_\_

Received by: \_\_\_\_\_

Payment: \_\_\_\_\_ Date: \_\_\_\_\_ Check #: \_\_\_\_\_

Received by: \_\_\_\_\_

