

CENTRAL UNITED METHODIST CHURCH

Wedding Information

Wedding Date _____	Circle area desired for wedding:	Sanctuary	Chapel
Time _____	Circle area desired for reception:	Fellowship Hall	
	Lower Fellowship Hall	Other facility	
	Circle area desired for dressing:	Bride's Room	Other
Nursery needed? _____			
Rehearsal Date _____		Check here _____ if there are additional instructions on the back.	
Time _____			

Bride's Name: _____ Groom's Name: _____

Address: _____ Address: _____

Church affiliation: _____ Church affiliation: _____

Parents' Name: _____ Parents' Name: _____

Phone (Home) _____ Phone (Home) _____

Phone (work) _____ Phone (work): _____

Name of Officiating **Minister**: _____

Address _____ Phone: _____

Name of **Organist**: _____

Address _____ Phone: _____

Name of **Director** _____

Address _____ Phone: _____

Name of **Photographer**: _____

Address _____ Phone: _____

Name of **Florist**: _____

Address _____ Phone: _____

Will the flowers be left for the Sunday morning service? Yes _____ No _____

Name of **Caterer** _____

Address _____ Phone: _____

Do you need a sound technician:

at the **wedding**? Yes ___ No ___ at the **rehearsal**? Yes ___ No ___ at the **reception**? Yes ___ No ___

Name of Sound Technician _____

Address _____ Phone: _____

I understand that the fees on the 2nd page are due in full at the time the space is reserved.

Signature: _____

Office Use:

Fee Schedule sent _____ Copy to Custodian _____

Copy to Wedding Coordinator _____ Pastor _____

Copy to Financial Administrator _____

Date placed on Church Calendar _____

Fee received Check # _____

Wedding-related Fees

Room	Fee
Sanctuary & Bride's Room	\$300 + \$135 custodial fee
Chapel	\$200 + \$50 custodial fee
Fellowship Hall (Upper)	\$250 + \$135 custodial fee
Fellowship Hall (Lower)	\$200 + \$100 custodial fee
Other (be specific)	

Central members pay only the custodial fee and applicable personnel fees.

Personnel	Fee
Sound Technician	\$50/event
Director	\$300/event
Minister	to be arranged with Minister
Organist	to be arranged with Organist

Nursery personnel fees will depend on length of time needed. Nursery workers will be arranged as available by church staff.

If outside people are used, proper training with Central United Methodist Church equipment must be obtained.

_____ Training Date

_____ Trainer