

WEDDING APPLICATION & DEPOSIT

Office Use: Date Submitted _____
All Deposits received _____

Please mail or bring in this Wedding Application with Deposit to the Church Office as soon as possible.

PLEASE NOTE THAT THE DATE CANNOT BE ASSURED UNTIL YOU HAVE SPOKEN TO ONE OF THE PASTORS, AND THE DEPOSIT HAS BEEN PAID.

IN CASE OF CANCELLATION, DEPOSIT IS NOT REFUNDABLE!

1. We agree to all the provisions of First and Central Presbyterian Church's Wedding policies. [Submission of this form signifies that the persons listed below have read and agree to abide by the policies contained in the "Wedding Policies and Guidelines" booklet.]

Bride: _____ Groom: _____

Address: _____ Address: _____

Phone (home) _____ Phone (home) _____

(work) _____ (work) _____

email _____ email _____

2. Wedding Date: _____

Time of Service: _____

Time Church Needs to be Open: _____

3. Rehearsal Date: _____ Time: _____

4. Will the reception be in our Memorial Hall? yes _____ no _____

5. Will you be using the Sanctuary or the Chapel _____ (please specify)

6. If the Bride and Groom live out of the area, is there a local contact person?

Name _____ Phone# _____

7. Name of the Pastor performing the ceremony: _____

8. Do you want pew candles _____ and/or candelabras _____? (check one or both)

Application Deposit – Non-Members ONLY

THE DEPOSIT MUST ACCOMPANY THIS FORM

In order to assure that the date requested is held on the church calendar and on the calendars of the Pastor and Minister of Music, a deposit of one half the total cost of the non-member wedding package in the amount of **\$1,100.00** needs to be paid.

1. IN CASE OF CANCELLATION, DEPOSIT IS NOT REFUNDABLE!

2. Please Note: the deposit must be paid in order to reserve the date.

3. To pay deposit PLEASE WRITE CHECK to: “First and Central Presbyterian Church”

4. Payment of the balance of fees:

The remainder of all fees **MUST** be paid in full at least **ONE MONTH** prior to the service.

(A person’s membership status is determined at the time of application.)