

**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: \_\_\_\_\_

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: \_\_\_\_\_

**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 **\$1,500.00** 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.)**