

# Wedding Information Form

(rev. 12/31/10)

WEDDING DATE: \_\_\_\_\_ TIME: \_\_\_\_\_  AM  PM  
 Sun  Mon  Tues  Wed  Thurs  Fri  Sat

WEDDING LOCATION: \_\_\_\_\_

LOCATION ADDRESS: \_\_\_\_\_  
(Street) (City & State) (Zip Code)

REHEARSAL DATE: \_\_\_\_\_ TIME: \_\_\_\_\_  AM  PM  
 Sun  Mon  Tues  Wed  Thurs  Fri  Sat

REHEARSAL LOCATION (if different): \_\_\_\_\_

## I. GROOM AND BRIDE

† Full Name of Groom: \_\_\_\_\_  
(First) (Middle) (Last)

Address: \_\_\_\_\_  
(Street) (City & State) (Zip Code)

Phone: (\_\_\_\_) \_\_\_\_\_  mobile  home  work E-mail: \_\_\_\_\_

Age: \_\_\_\_\_ Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Church Membership or Religious Background (if any): \_\_\_\_\_

Previous Marriage(s): \_\_\_\_\_ Date of Divorce(s): \_\_\_\_\_

Children by previous marriage(s) and ages: \_\_\_\_\_

† Full Name of Bride: \_\_\_\_\_  
(First) (Middle) (Last)

Address: \_\_\_\_\_  
(Street) (City & State) (Zip Code)

Phone: (\_\_\_\_) \_\_\_\_\_  mobile  home  work E-mail: \_\_\_\_\_

Age: \_\_\_\_\_ Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Church Membership or Religious Background (if any): \_\_\_\_\_

Previous Marriage(s): \_\_\_\_\_ Date of Divorce(s): \_\_\_\_\_

Children by previous marriage(s) and ages: \_\_\_\_\_

## II. WEDDING PARTY

† Best Man: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Groomsmen: \_\_\_\_\_

† \_\_\_\_\_ of Honor: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Bridesmaids: \_\_\_\_\_

Flower Girl(s): \_\_\_\_\_ Ring Bearer(s): \_\_\_\_\_

Mother(s) to be seated: \_\_\_\_\_

Grandmother(s) to be seated: \_\_\_\_\_

### **III. CEREMONY**

What first names do you wish to have used? † \_\_\_\_\_ † \_\_\_\_\_

How would you like to be introduced at the end of the ceremony? \_\_\_\_\_

Number of expected guests: \_\_\_\_\_ Do you plan to exchange rings?  yes  no

Unity Candle?  yes  no Pair of Seven-Candle Candelabra?  yes  no

Do you have your own vows?  yes  no If yes, enclose them with this form.

Other special traditions in the ceremony: \_\_\_\_\_

Preferred Clergy Attire:

High Church (alb, stole, etc.): \_\_\_\_\_

Formal (tux, suit, etc.): \_\_\_\_\_

Military\* (dress whites, etc.): \_\_\_\_\_

Casual (Dockers, Hawaiian, etc.): \_\_\_\_\_

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

\* available for military personnel only

Do you need the services of Grace's organist?  yes  no If yes, please list your music requests:

Prelude(s): \_\_\_\_\_

Wedding Party processional: \_\_\_\_\_

Bridal entry: \_\_\_\_\_

Wedding Party recessional: \_\_\_\_\_

Postlude(s): \_\_\_\_\_

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

Are you having other/additional music (*soloist, instrumentalist, etc.*)?  yes  no If yes, please note:

Are you having any special Bible passages, poems, friends as readers, or any other special addition to the ceremony?  yes  no If yes, please note:

**IV. RECEPTION**

Hosted at Grace?  yes  no If no:

RECEPTION DATE: \_\_\_\_\_ TIME: \_\_\_\_\_  AM  PM  
 Sun  Mon  Tues  Wed  Thurs  Fri  Sat

RECEPTION LOCATION: \_\_\_\_\_

LOCATION ADDRESS: \_\_\_\_\_  
(Street) (City & State) (Zip Code)

**V. FLORIST**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

**VI. PHOTOGRAPHER**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

**VI. VIDEOGRAPHER**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

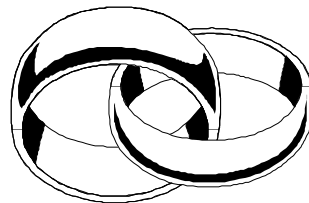
Website: \_\_\_\_\_ Email: \_\_\_\_\_

**VII. PRE-MARRIAGE COUNSELING**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City & State) (Zip Code)

Email: \_\_\_\_\_ License Type: \_\_\_\_\_ Dates: \_\_\_\_\_



<b>FOR OFFICE USE:</b>	<input type="checkbox"/> Custodian	<input type="checkbox"/> Altar Guild	<input type="checkbox"/> Milestone	<input type="checkbox"/> Pastoral Meeting	<input type="checkbox"/> Congregation Record	
	<input type="checkbox"/> Organist	<input type="checkbox"/> Marriage Counseling	<input type="checkbox"/> Marriage License			
<b>FEES:</b>	<input type="checkbox"/> Custodian	<input type="checkbox"/> Organist	<input type="checkbox"/> Hostess	<input type="checkbox"/> Pastor	<input type="checkbox"/> Sanctuary	<input type="checkbox"/> Fellowship Hall
<b>MEMBER:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No				

# Basic Wedding Information

## PRE-MARITAL COUNSELING

All couples being married at Grace or by Grace's pastor need to participate in pre-marriage counseling with a licensed specialist. You must give permission to your selected counselor to share with the pastor general (not specific) observations and an overall opinion regarding you two as a couple.

## WEDDING HOSTESS

The service of a wedding hostess is required on Grace's campus. Her task is to assist the pastor in the rehearsal and see that the many details of the wedding run smoothly.

## THE REHEARSAL

If the rehearsal is held at Grace Lutheran Church, we prefer it to be on a Thursday if at all possible. The rehearsal itself takes only about one hour. You should provide the following at the rehearsal:

- California Marriage License
- Three driplless candles for the Unity Candle
- All decorations desired (floral, pew bows, etc.)
- Guest book and pen
- Wedding rings
- All fees due

## FEES

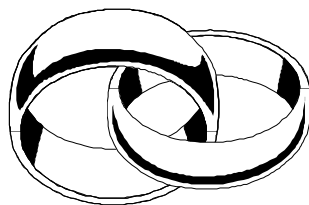
All wedding and reception fees must be paid in full to the wedding hostess before the beginning of the rehearsal – no exceptions. The fee scale is as follows:

\$ 350*	Sanctuary use
\$ 200*	Fellowship Hall use
\$ 250*	Pastor
\$ 150**	Organist
\$ 125**	Wedding Hostess
\$ 75**	Custodian

*\*fee waived for members of Grace Lutheran Church    \*\*fee reduced for members of Grace Lutheran Church*

## REMINDER

Grace Lutheran holds the right to change/amend/clarify this policy/form at any time without any prior notification.



YOU ARE WELCOME HERE.