

## *Ceremony Information*



*Westminster Presbyterian Church*

*Columbia, SC*



# Wedding Party

Wedding Director: \_\_\_\_\_ Phone: \_\_\_\_\_

Vocalist: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Photographer \_\_\_\_\_ Before\_\_ After\_\_ Both\_\_

Video \_\_\_\_\_

Guest Book \_\_\_\_\_

Gifts \_\_\_\_\_

Bulletins \_\_\_\_\_

License \_\_\_\_\_ How Many Guests: \_\_\_\_\_

Assisting Pastor(s) and Phone Numbers \_\_\_\_\_  
\_\_\_\_\_

Special Considerations:

**Groom's Name** \_\_\_\_\_ Age \_\_\_\_\_

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

Phone: (Cell) \_\_\_\_\_ (Hm) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

Occupation \_\_\_\_\_

Work Phone \_\_\_\_\_

Parents Names \_\_\_\_\_

Church Affiliation \_\_\_\_\_

Previously Married \_\_\_\_\_ Divorce Finalized \_\_\_\_\_

**Bride's Name** \_\_\_\_\_ Age \_\_\_\_\_

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

Phone: (Cell) \_\_\_\_\_ (Hm) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

Occupation \_\_\_\_\_

Work Phone \_\_\_\_\_

Parents Names \_\_\_\_\_

Church Affiliation \_\_\_\_\_

Previously Married \_\_\_\_\_ Divorce Finalized \_\_\_\_\_

Wedding Date \_\_\_\_\_ Time \_\_\_\_\_

Maid/Matron of Honor \_\_\_\_\_

Reception (Place) \_\_\_\_\_

Best Man \_\_\_\_\_

Rehearsal Date \_\_\_\_\_ Time \_\_\_\_\_

Bridesmaids:

Groomsmen:

Rehearsal Dinner/Party (Place) \_\_\_\_\_ (Number) \_\_\_\_\_

Facilities Needed:	Rehearsal	Wedding	Reception
Sanctuary	_____	_____	_____
Chapel	_____	_____	_____
Courtyard	_____	_____	_____
Amazing Place	_____	_____	_____
Amazing Place w/Kitchen	_____	_____	_____
Gathering Room	_____	_____	_____
Bride's Dressing Room	_____	_____	_____
Men's Dressing Room	_____	_____	_____
Will rehearsal dinner/party be held at the church?	Yes__	No__	
Will reception be held at the church?	Yes__	No__	
Dates Consult with Pastor:	_____	_____	_____

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note:  
 All music must be submitted to the Organist for approval at least **two months** in advance.  
 Any unpaid fees are due **two weeks** before the wedding. Checks should be made payable to Westminster Presbyterian Church.  
 If Amazing Place is used, arrangements must be made to set up/take down tables and chairs and for cleanup of facility.

Flower Girl \_\_\_\_\_ Ring Bearer \_\_\_\_\_

Giving the Bride Away \_\_\_\_\_

Rings: None\_\_ Single\_\_ Double\_\_ Unity Candle: Yes\_\_ No\_\_

Candle lighters: \_\_\_\_\_

**Authorized by:**  
 Minister \_\_\_\_\_ Worship Committee Chair \_\_\_\_\_  
 Property Chair \_\_\_\_\_ Organist \_\_\_\_\_

Sound System: \_\_\_\_\_ Kneeling Bench: Yes\_\_ No\_\_