

BETHANY BAPTIST CHURCH

APPLICATION FOR WEDDING/RECEPTION

APPLICANT INFORMATION:

Name of Bride _____ Name of Groom _____

Address _____ Address _____

Phone _____ Phone _____

Bride Member: Yes _____ No _____

Groom Member: Yes _____ No _____

Parent(s) Member: Yes _____ No _____

Parent(s) Member: Yes _____ No _____

Rehearsal Date Requested: _____ Times Requested: _____

Ceremony Date Requested: _____ Times Requested: _____

Arrival Time (If Dressing Rooms are required for Bridal Party): _____

Florist Name _____ Arrival Date and Time: _____

Reception Date Requested: _____ Times Requested: _____

Caterer Arrival Time: _____ Decoration Date and Time: _____

Name of Officiating Minister _____

Address and Phone _____

Pre-marital Counseling:

Counselor Name _____ Number of Sessions _____

Scheduling must be made through the church office. This will ensure the proper dates being placed on the church calendar, and may be done so only after this form is completed.

SCHEDULE OF FEES:

NON-MEMBERS (Check all that apply)

Building Usage	
___ Damage Deposit (Refundable)	\$100.00
___ Sanctuary/Dressing Rooms (2)	\$200.00
___ Fellowship Hall	\$100.00
Custodial Fees	
___ Rehearsal and Ceremony	\$250.00 (\$125.00 each)
Sound Technician Fees	
___ Rehearsal and Ceremony	\$200.00 (\$100.00 each)

An Initial Deposit of \$50.00 in cash is due upon acceptance of application. The balance due must also be in cash payable in full by two weeks before the rehearsal date. A Damage Deposit of \$100.00 is also due at this time. This will be refunded after the building has been inspected, if no damages have occurred and any furniture moved had been replaced. The building will be inspected by a member of BBC before the rehearsal and after the wedding. Any problems are to be reported to the Chairman of the Trustees or the Pastor who will contact the bride or groom. A member of BBC will be present during the rehearsal, wedding, and reception and will do all un-locking and locking.

MEMBERS (Check all that apply)

Building Usage	
___ Sanctuary/Dressing Rooms (2)	No charge
___ Fellowship Hall	No charge
Custodial Fees	
___ Rehearsal and Ceremony	\$250.00 (\$125 each)
Sound Technician Fees	
___ Rehearsal and Ceremony	\$200.00 (\$100 each)

Application should be turned in at least six weeks prior to wedding date.

Total Amount Due: _____ Due Date: _____

I have read and agree to comply with the Wedding Policy of Bethany Baptist Church:

Signature of Bride: _____ Date: _____

Signature of Groom: _____ Date: _____

Approval Signature of Pastor: _____ Date: _____

For Church Office Use Only

Date Application Received: _____ Date Application Approved: _____

Date Deposit Received: _____ Date Balance Received: _____