

Wedding Planning Sheet for Calvert Park Community Church of God

Please return to the church office with deposit as soon as possible

Bride's Name _____ Phone # _____

Address _____

Groom's Name _____ Phone # _____

Address _____

Wedding Date _____ Wedding Time _____

Rehearsal Date _____ Rehearsal Time _____

Time Desired to Arrive at Church on the Day of the Wedding _____

Anticipated Time of Departure from the Church _____

Number of Women in the Wedding Party _____

Number of Men in the Wedding Party _____

Number of Children in the Wedding Party _____

Will all Wedding Party members be getting changed at the Church? Yes No
(Suggestion: you may want to bring full-length mirrors and extensions cords)

Will Ron Nuckles be conducting the service? Yes No
(Ron Nuckles requires a minimum of six pre-marital counseling sessions (\$75 / session) to be completed prior to 60 days before Wedding Ceremony. Ron Nuckles' ceremony fee is \$250. All minister/counseling fees will be paid directly to Ron Nuckles)

***Sound technician is required for all services and will attend rehearsal and ceremony**

Fees for the Usage of the Church:

___\$75 Custodial Fee for Calvert Park Members usage of the **Sanctuary** (seats approx. 300)

___\$50 Custodial Fee for Calvert Park Members usage of the **Fellowship Hall & Kitchen**

___\$325 Custodial Fee and **Rental of Sanctuary** for **Non**-Church Member (seats approx. 300)

___\$200 Custodial Fee and **Rental of Fellowship Hall & Kitchen** for **Non**-Church Member

___\$75 Sound Technician

Posed Photographs will be taken in the sanctuary: *Flash photography is **NOT** allowed during the ceremony.*

Before the Ceremony (Beginning time: _____)

After the Ceremony

Videographer will be taping the ceremony? Yes No

Type of Ceremony:

Traditional

Contemporary

Custom (written by bride and groom)

Music for the Ceremony:

Pianist(s) _____

Organist(s) _____

Other Instrumentalist(s) _____

Vocalist(s) _____

Microphone(s) Yes No Number Needed _____

Prelude CD song _____ track # _____

Processional CD song _____ track # _____

During Ceremony CD song _____ track # _____

Recessional CD song _____ track # _____

Postlude CD song _____ track # _____

Decorations:

When Will You be Decorating? Date _____ Starting & Ending Times _____

Requests for changes to be made in the sanctuary _____

Check if to be used:

Candelabras (not available through the church)

Unity Candle (not available through the church)

Long Handled Candle Lighters (not available through the church)

Kneeling Bench (not available through the church)

Communion

Aisle Runner (not available through the church) center aisle would require a 50' runner

___Pew Bows (not available through the church) 26 total pews in sanctuary

___Portable Wooden Podium (for Guest Book)

****Smoking is NOT allowed inside of the church building! Alcohol is Not allowed on the property****

For Office Use Only

Fees for the Usage of the Church:

___\$75 Custodial Fee for Calvert Park Family usage of the Sanctuary

Date of Deposit _____ *Amount of Deposit* _____ *Ck#* _____

Date Balance Paid _____ *Ck#* _____

Date Custodian was Paid _____

___\$50 Custodial Fee for Calvert Park Family usage of the Fellowship Hall & Kitchen

Date of Deposit _____ *Amount of Deposit* _____ *Ck#* _____

Date Balance Paid _____ *Ck#* _____

Date Custodian was Paid _____

___\$325 Custodial Fee and Rental of Sanctuary for Non-Church Family

Date of Deposit _____ *Amount of Deposit* _____ *Ck#* _____

Date Balance Paid _____ *Ck#* _____

Date Custodian was Paid _____

___\$200 Custodial Fee and Rental of Fellowship Hall & Kitchen for Non-Church Family

Date of Deposit _____ *Amount of Deposit* _____ *Ck#* _____

Date Balance Paid _____ *Ck#* _____

Date Custodian was Paid _____

___\$75 Sound Technician

Date Sound Technician was Paid _____