

# Wedding Reservation Request

Weddings are not confirmed until this form is completed and necessary approvals are obtained. Applications are reviewed weekly at our Tuesday staff meetings and filled on a first-come, first-served basis. After we have confirmed that your wedding date and time are available, the church office will contact you to confirm that your wedding has been scheduled.

Today's Date \_\_\_\_\_

Wedding: Week Day & Date \_\_\_\_\_ Time: \_\_\_\_\_

Rehearsal: Week Day & Date \_\_\_\_\_ Time: \_\_\_\_\_

Ceremony Location: \_\_\_\_ Sanctuary (*holds approximately 350*) \_\_\_\_ Chapel (*holds approximately 75*)

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

Address \_\_\_\_\_

Home/Cell Phone # \_\_\_\_\_ Work # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

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

Address \_\_\_\_\_

Home/Cell Phone # \_\_\_\_\_ Work # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Contact Person** —*if other than bride or groom* \_\_\_\_\_

Address \_\_\_\_\_

Home/Cell Phone # \_\_\_\_\_ Work # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Who is officiating your ceremony?** \_\_\_\_ Baker Memorial UMC Pastor \_\_\_\_ Your Pastor

If *your* pastor is officiating your ceremony, **Pastor Name** \_\_\_\_\_

Church Affiliation \_\_\_\_\_ Church Phone # \_\_\_\_\_

Mailing Address \_\_\_\_\_

**PLEASE NOTE:** Baker Memorial UMC is not responsible for any items left in our building after the ceremony.

**In order to fully staff your BMUMC wedding, please answer the following questions.**

Do you envision utilizing organ music as part of your ceremony? \_\_\_\_ yes \_\_\_\_ no

Do you anticipate having Baker Memorial help you find other musicians beyond organ? \_\_\_\_ yes \_\_\_\_ no

If yes, what category? \_\_\_\_ pianist, \_\_\_\_ female vocalist, \_\_\_\_ male vocalist, other \_\_\_\_\_

Do you anticipate decorating with candles for your ceremony? \_\_\_\_ yes \_\_\_\_ no

**BAKER MEMORIAL UNITED METHODIST CHURCH**

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