

WEDDING INFORMATION FORM

ALL FORMS ARE TO BE FILLED OUT AND RETURNED TO THE CHURCH OFFICE

BRIDE'S INFORMATION

Full Name: _____
First Middle Last

Address: _____
Street & Number City/Town Prov. Postal Code

Age: _____ Date of Birth: _____ Phone: _____

Cell: _____ E-mail: _____

Birthplace: _____ Church Affiliation: _____

Are you a born again Christian? _____

Where do you attend church? _____

Occupation: _____ Place of Employment: _____

Residence after Marriage: _____
Street & Number City/Town Prov. Postal Code

Mother's Maiden Name: _____
First Middle Last

Mother's Birthplace: _____
Town & Province

Father's Name: _____
First Middle Last

Father's Birthplace: _____
Town & Province

Have You Been Previously Married? _____ Are You Divorced: _____

Marriage License Number: _____

Brides Signature: _____ Date: _____

GROOM'S INFORMATION

Full Name: _____
First Middle Last

Address: _____
Street & Number City/Town Prov. Postal Code

Age: _____ Date of Birth: _____ Phone: _____

Cell: _____ E-mail: _____

Birthplace: _____ Church Affiliation: _____

Are you a born again Christian? _____

Where do you attend church? _____

Occupation: _____ Place of Employment: _____

Residence after Marriage: _____
Street & Number City/Town Prov. Postal Code

Mother's Maiden Name: _____
First Middle Last

Mother's Birthplace: _____
Town & Province

Father's Name: _____
First Middle Last

Father's Birthplace: _____
Town & Province

Have You Been Previously Married? _____ Are You Divorced: _____

Marriage License Number: _____

Groom's Signature: _____ Date: _____

BRIDAL PARTY INFORMATION

Best Man: _____
First Middle Last

Place of Residence: _____
Street & Number City/Town Prov. Postal Code

Maid/Matron of Honour: _____
First Middle Last

Place of Residence: _____
Street & Number City/Town Prov. Postal Code

Organist/Pianist: _____

Soloist(s): _____

Date of Marriage Requested: _____

Time of Marriage Requested: _____

Date of Rehearsal Requested: _____

Time of Rehearsal Requested: _____

Reception Location: _____

Time of Reception: _____

Officiating Minister: _____

WEDDING INFORMATION

No wedding goes on the calendar until the forms are completed and approved.

PRE-MARITAL COUNSELING

In order to be married at Bethesda, you must complete a Pre –marital counseling course with a PAONL pastor or one approved by the senior pastor. If you receive pre-marital counseling outside of Bethesda, we must receive a letter from the pastor, two weeks prior to your wedding date, stating that pre-marital counseling has been completed with a recommendation that you should marry. Failure to provide this information will result in the cancellation of your booking.

DECORATIONS

Decorations in the sanctuary must be set up during office hours, which are between 8:30am – 4:30 pm Monday to Friday. An appointment is necessary. (If a scheduled event in the sanctuary stops this from happening, another time will be arranged.)

You must agree that the piano, organ and drums will remain on the platform and the drums may not be moved. All candles must be enclosed in a globe. All requests for items, such as a table to sign the register must be requested two weeks prior to the event.

Please have all decorations removed from the sanctuary prior to 5:00 pm following the ceremony.

SOUND

All sound requirements must be requested in detail, two weeks prior to the event. That includes, number of microphones required and for who, instruments to be played, CD's, videos, or any other special request.

Bethesda will provide the sound technician. The sound technician will be available for the rehearsal and wedding ceremony.

SECURITY

A security person from Bethesda will be on duty in the building during your rehearsal and wedding ceremony. Should you have any questions regarding the building, please consult that person. All doors must remain locked during the wedding rehearsal. The security person will unlock doors for the wedding. The church will be opened one hour prior to the wedding ceremony. Please note the Nursery and Preschool rooms will not be available during the wedding rehearsal or ceremony.

WEDDING REHEARSAL

We ask that all those involved in the Wedding Rehearsal, please be on time. We have many events happening in the church, therefore in respect to the staff, employees and other volunteers; we request that you keep to the time allotment.

MARRIAGE LICENSE AND OTHER LEGAL DOCUMENTS

The marriage license and other legal documents must be delivered to the Officiating Minister four business days prior to the marriage.

FEES (NON-ATTENDEES OF BETHESDA)

Janitorial Staff - \$100.00, Sound Person - \$100.00, Pastor (for pre-marital counseling and performing the wedding) - \$150.00. All cheques are to be made payable to Bethesda Pentecostal Church and will be required upon confirmation of the booking.

If you have any further questions, please contact admin@bethesda.ca

FOR OFFICE USE ONLY:

_____ Approval Granted

_____ Approval Denied

Date: _____ Signature: _____

Premarital Counseling Course Completed: _____ Yes _____ No

Recommendation To Marry Given: _____ Yes _____ No

Security for the Building for Rehearsal: _____

Security for the Wedding Ceremony: _____

A/V Requirements Received: _____ Yes _____ No

Sound Technician Assigned: _____

Honorarium given to Sound Technician? _____ Yes _____ No

Date: _____ Cheque Number: _____ Amount: \$ _____

Decorator: _____

Appointment: _____

Decorations Removed prior to 5:00pm: _____ Yes _____ No