

# Greenland Hills United Methodist Church Wedding Agreement Form

Member Wedding \_\_\_\_\_ Non-Member Wedding \_\_\_\_\_

Date of Rehearsal \_\_\_\_\_ Time (5:30 or 6:00 pm) \_\_\_\_\_ Date of Wedding \_\_\_\_\_ Time \_\_\_\_\_

\*\*\*\*\*

**NAME**

**NAME**

Full Name \_\_\_\_\_

Full Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone (cell/home) \_\_\_\_\_ (work) \_\_\_\_\_

Phone (cell/home) \_\_\_\_\_ (work) \_\_\_\_\_

Email address \_\_\_\_\_

Email address \_\_\_\_\_

Parent's Names \_\_\_\_\_

Parent's Names \_\_\_\_\_

Grandparent's Names \_\_\_\_\_

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Address After Wedding \_\_\_\_\_

Reception (location) \_\_\_\_\_

Number Expected at Wedding \_\_\_\_\_ Will flowers remain for Sunday Service? \_\_\_\_\_

How many attendants will be in the wedding party? \_\_\_\_\_

Will you have ushers? How many? \_\_\_\_\_

Will you have a flower girl? \_\_\_\_\_ Will you have a ring bearer? \_\_\_\_\_

Would you like someone from your wedding party to light the altar candles? \_\_\_\_\_

Will a wedding coordinator be handling your wedding? \_\_\_\_\_

Additional Plans or Information \_\_\_\_\_

***By our signatures below, we affirm that we have read, understood, and agree to abide by the official church wedding policy as found here: [www.greenlandhills.org/weddings](http://www.greenlandhills.org/weddings)***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE RETURNED TO CHURCH OFFICE WITH \$300 (\$100 RESERVATION FEE AND \$200 REFUNDABLE DAMAGE DEPOSIT)**

## **Wedding Fees for use of Sanctuary and Glory Be Hall\***

After the \$100 reservation fee and \$200 refundable damage deposit are paid, these are the costs.

The **Sanctuary Only** fee of \$1450 includes the use of the Sanctuary (seats approximately 200), two dressing rooms for both partners and their respected party members for 90 minutes prior to the ceremony to 90 minutes after the scheduled start of the ceremony). Included is help with set-up, the services of a Greenland Hills Wedding Coordinator (required) and pianist (wedding ceremony only). It is required that the Greenland Hills pianist be retained as pianist for weddings unless he is not available. Also included is the Greenland Hills minister including a minimum of three appointments for premarital counseling.

The **Glory Be Hall** fee of \$750 for 4 hours from the start of the ceremony includes the use of tables (rounds and rectangle), white table cloths, chairs, and the AV system with automatic screen. This fee also includes a wedding reception facilitator on the day of your reception who will help with any needs you may have. Arrangements can be made for setup of the hall prior to the wedding. Alcohol consumption is prohibited on the church grounds. However, the reception may include a champagne toast for guests.

### **Fees Required for Booking**

A non-refundable reservation fee of \$100 and a refundable damage deposit of \$200 are required to place a wedding on the church calendar. Total fees are to be paid at the time arrangements for the wedding are completed.

\*Special Greenland Hills member wedding fees are charged when either partner, or their parents are active members of this congregation for at least one year prior to the date the wedding is placed on the church calendar.