

MARRIAGE REQUEST FORM

Information taken by: _____ Date Received _____

<u>Bride's information:</u>	
Name _____	
Address _____	
City, State, Zip _____	
Home Phone: _____	Cell Phone _____
Work Phone: _____	
Email address: _____	
Member: <input type="checkbox"/> Yes <input type="checkbox"/> No Desires to be put in Shepherd's Staff as prospect: _____	

<u>Groom's information:</u>	
Name _____	
Address _____	
City, State, Zip _____	
Home Phone: _____	Cell Phone _____
Work Phone: _____	
Email address: _____	
Member: <input type="checkbox"/> Yes <input type="checkbox"/> No Desires to be put in Shepherd's Staff as prospect: _____	

Requested Wedding Date: _____ **Time:** _____

Requested Rehearsal Date: _____ **Time:** _____

Master Calendar clear for wedding? Yes No

Master Calendar clear for rehearsal? Yes No

Reception to be held at Bethel? Yes No

Is there a pastoral preference to officiate? Yes No

If yes - which pastor was requested: _____

(NOTE: If no preference is indicated, give this sheet to the pastoral staff to discuss who will officiate.)

Initial Interview held: _____

<u>OFFICE USE ONLY:</u>	COMMENTS:
Date packet sent or picked up: _____	
Date wedding put on master calendar: _____	
Facility Use Fee paid (\$100) _____	
Wedding Coordinator Fee Paid _____	
<i>(NOTE: Facility Use Fee is due 2 weeks after the wedding is scheduled.)</i>	