

# Wedding Contract

**Wedding Date** \_\_\_\_\_ Time \_\_\_\_\_  Sanctuary (up to 1,200)  
 Chapel (up to 90)

Rehearsal Date \_\_\_\_\_ Time \_\_\_\_\_  Parlor (up to 125)  
 Foyer (up to 125)

Reception \_\_\_\_\_ Time \_\_\_\_\_  Fellowship Hall (seats 500)  
 Other Rooms \_\_\_\_\_  Bride's Room  
 Reserved \_\_\_\_\_ Time \_\_\_\_\_  Groom's Room

## Bride

Address \_\_\_\_\_ City, State, ZIP \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

E-mail address \_\_\_\_\_ Parents' Names \_\_\_\_\_

## Groom

Address \_\_\_\_\_ City, State, ZIP \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

E-mail address \_\_\_\_\_ Parents' Names \_\_\_\_\_

Bride: Member? Yes No If Yes, Effective Date: \_\_\_\_\_

Groom: Member? Yes No If Yes, Effective Date: \_\_\_\_\_

Bride's Parents: Member? Yes No If Yes, Effective Date: \_\_\_\_\_

Groom's Parents: Member? Yes No If Yes, Effective Date: \_\_\_\_\_

Minister Officiating \_\_\_\_\_ Date Accepted \_\_\_\_\_

Guest Minister \_\_\_\_\_ Date Accepted \_\_\_\_\_

Organist \_\_\_\_\_ Soloist \_\_\_\_\_

Florist \_\_\_\_\_ Photographer \_\_\_\_\_

Caterer \_\_\_\_\_ Other \_\_\_\_\_

No. Groomsmen \_\_\_\_\_ No. Bridesmaids \_\_\_\_\_ No. Ushers \_\_\_\_\_ No. Rings \_\_\_\_\_

Ring Bearer Yes No If Yes, age: \_\_\_\_\_ Flower Girl Yes No If Yes, age: \_\_\_\_\_

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Fees for member/non-member status apply at the time the wedding is booked. The bride, groom, or parent of either must have been a member six (6) months or longer before the wedding is booked at member status fees. All fees are payable at the church office one (1) week in advance of the wedding date. All fees are to be included in one check made out to First United Methodist Church-Hurst.

**Building Use Fee**

*Members are not required to pay a fee for the use of the building, however, all members are encouraged to consider gifts to the church to help defray the cost of utilities and maintenance.*

- Wedding Area	_____	<i>Non-Members Only</i> Sanctuary \$500; Chapel \$300
- Reception Area	_____	<i>Non-Members Only</i> Parlor \$150; Foyer \$300; Fellowship Hall \$500
<b>Minister</b>	_____	Wedding/Counseling \$200
<b>Wedding Coordinator</b>	_____	Wedding and Rehearsal Only \$200 Wedding, Rehearsal, and Reception \$250
<b>Organist</b>	_____	<i>Non-Members Only.</i> <b>Members:</b> Please pay organist directly Consultation and Wedding \$250
<b>Sound Technician</b>	_____	\$100
<b>Custodian</b>		
- Wedding	_____	Chapel Wedding \$50 Sanctuary Wedding \$150
- Reception (maximum 3 hours)	_____	Parlor or Foyer \$50 Fellowship Hall \$100
<b>TOTAL FEE</b>	_____	
Less ¼ Deposit	_____	<i>Non-Members Only</i>
Less Calendar Fee	_____	<i>Non-Refundable</i> \$50
<b>Balance Due</b>	_____	<i>Due on or before</i> _____

*I have read the Wedding Policy and agree to follow the guidelines and to accept responsibility for all regulations.*

\_\_\_\_\_  
Bride's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Wedding Coordinator's Signature

\_\_\_\_\_  
Date