

## Request for Wedding Reservation

**Bride** (full name): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ Work Phone: (    ) \_\_\_\_\_

Cell Phone: (    ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

First Marriage? (    ) Yes (    ) No Children: \_\_\_\_\_ Ages: \_\_\_\_\_

Member of FBC? (    ) Yes (    ) No If Yes, member since: \_\_\_\_\_

Bride's Parents: \_\_\_\_\_ Address: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ Church Membership: \_\_\_\_\_

**Groom** (full name): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ Work Phone: (    ) \_\_\_\_\_

Cell Phone: (    ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

First Marriage? (    ) Yes (    ) No Children: \_\_\_\_\_ Ages: \_\_\_\_\_

Member of FBC? (    ) Yes (    ) No If Yes, member since: \_\_\_\_\_

Groom's Parents: \_\_\_\_\_ Address: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ Church Membership: \_\_\_\_\_

**Wedding Date:** First Choice: \_\_\_\_\_ Time: \_\_\_\_\_

Second Choice: \_\_\_\_\_ Time: \_\_\_\_\_

**Rehearsal Date:** \_\_\_\_\_ Time: \_\_\_\_\_

**Estimated Number of Guests Attending:** \_\_\_\_\_

**FBC Facilities Requested:**

**Ceremony:** ( ) Sanctuary ( ) Parlor ( ) Family Center

**Reception:** ( ) Family Center ( ) Parlor ( ) Fellowship Mall

**Additional Facilities Needed:** ( ) Kitchenette ( ) Classroom - Room # \_\_\_\_\_

**Pastor:** I would like the following FBC pastor to perform our ceremony:

First Choice: \_\_\_\_\_ Second Choice: \_\_\_\_\_

Third Choice: \_\_\_\_\_

**Guest Pastor:** All guest pastors must be approved by FBC. Please complete the Guest Pastor Request Form (Appendix C) and submit it to the Wedding Coordinator at least one month prior to the ceremony.

Guest Pastor's Name: \_\_\_\_\_ Church: \_\_\_\_\_

**Organist:** \_\_\_\_\_ **Pianist:** \_\_\_\_\_

**Florist:** \_\_\_\_\_ **Caterer:** \_\_\_\_\_

**Photographer:** \_\_\_\_\_ **Videographer:** \_\_\_\_\_

We have read and understand the policies concerning weddings held at First Baptist Church and we agree to follow these policies as stated herein. We will do our utmost to see that members of our wedding party and guests follow these policies.

With this application, we are enclosing the booking fee of \$100. We understand that the deposit is non-refundable. Furthermore, we understand that nothing is officially on the church calendar until this form and deposit are returned to the Wedding Coordinator and the dates and location have been confirmed with the bride.

**Bride:** \_\_\_\_\_ **Groom:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>After your wedding:</b>	Home address _____
	City, State, Zip _____
	Phone ( ) _____

**Please mail this form and the \$100 booking fee to the address listed below. Your reservation will be considered only upon receipt of the above information and booking fee.**

First Baptist Church  
Attn: Wedding Coordinator  
2400 N. Josey Lane  
Carrollton, TX 75006