

## Wedding Request Form

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### Bride Information:

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

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

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Chase Oaks Church Attendee:  Yes  No How Long? \_\_\_\_\_

Parents' Names: \_\_\_\_\_

Parents' Address: \_\_\_\_\_

Parents' Home Phone: \_\_\_\_\_

Chase Oaks Church Attendee(s):  Yes  No How Long? \_\_\_\_\_

### Groom Information:

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

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

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Chase Oaks Church Attendee:  Yes  No How Long? \_\_\_\_\_

Parents' Names: \_\_\_\_\_

Parents' Address: \_\_\_\_\_

Parents' Home Phone: \_\_\_\_\_

Chase Oaks Church Attendee(s):  Yes  No How Long? \_\_\_\_\_

### Wedding Information:

Wedding Date: \_\_\_\_\_ Time: \_\_\_\_\_

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

**Note:** Rehearsal times are either Thursdays from 5:30 – 7:00 p.m. or Fridays from 3:00 – 4:30 p.m.  
(Rehearsals for weddings held in the Legacy Room can only be scheduled on Fridays.)

**Location Requested:**

- Wedding                     Worship Auditorium    Legacy Room    Other Location
- Rehearsal                 Worship Auditorium    Legacy Room    Other Location
- Reception                 Legacy Room    Other Location

Estimated # of guests: \_\_\_\_\_

**Premarital Counseling (Required):**

- Interested in premarital counseling at Chase Oaks Church
- Attending premarital counseling at another location

Name of Program: \_\_\_\_\_

Location: \_\_\_\_\_

**Pastor:**

- I would like for a pastor at Chase Oaks Church to perform our wedding.

Pastor Requested 1. \_\_\_\_\_ 2. \_\_\_\_\_

(Please list first and second choice)

- I will provide my own pastor. (Please complete an Outside Officiating Pastor Request Form)

Pastor's Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

We have read and understand the policies concerning weddings at Chase Oaks Church and agree to honor the guidelines.

We understand that Chase Oaks Church must receive the wedding application and a non-refundable deposit of \$150 before the wedding date will be reserved on the church calendar.

We agree to complete all financial obligations 30 days prior to the wedding.

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

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

Pastor Approval: \_\_\_\_\_ Date: \_\_\_\_\_

*For Office Use Only*

**Financial**

Church Deposit: \_\_\_\_\_ Received: \_\_\_\_\_

Balance Due: \_\_\_\_\_ Received: \_\_\_\_\_

**Compensation**

Facilities Personnel: \_\_\_\_\_ Sound Technician: \_\_\_\_\_ Consultant: \_\_\_\_\_

Event U Reservation: \_\_\_\_\_