

Information for the Wedding Coordinator

For Office Use:	Date Received: _____	Received by: _____
	Date Sent to Wedding Coordinator: _____	

Name: _____ Daytime Phone: _____

Address _____

Name : _____ Daytime Phone: _____

Address: _____

Wedding Date: _____ Pastor In Charge: _____

Time of Ceremony: _____ am/pm

Location: _____ Sanctuary _____ Chapel _____ Other

Rehearsal Date: _____ Time: _____ am/pm

If wedding or reception is at FUMC do you desire childcare? _____ Yes _____ No

Person in charge of decorating: _____ Daytime Phone: _____

Decorating Date: _____ Time: _____ am/pm (Must be cleared through church office.)

Person in charge of clean-up: _____ Daytime Phone: _____

Flowers left for Worship? _____ Yes _____ No

Attendants for _____

Attendants for _____

Escort (s)

Candle Lighters

Ushers

Ring Bearer

Flower Bearer (s)

Couples Future Address: _____