

## Holden Chapel Wedding Checklist

Date of Ceremony:

Person At Door of Sanctuary

Bride & Groom Names:

Number of People Attending:

Rehearsal Time:

Rehearsal Dinner – Time & Place:

Dress – Formal or Informal

Parents of the Bride:

Time to Open Church for Wedding:

Wedding Time:

Florist Arrival Time:

Parents of the Groom:

Needs in Sanctuary:

Pulpit Removed

Stand for Guest Book or Wedding

Programs

Candelabras and /or Unity

Candle

Candles - how many &

what color

Middle Aisle

White Runner

Tables removed in back

Communion Table set up

Grape Juice and Pita

Bread

Audio/Video Needs:

Sound Board

CD/Recording Ceremony

Microphones

Organist

Pianist

Other Musicians

Soloist

Photographer

Videographer

Pics taken during the ceremony?

Helper for the Bride

Room for the Bride and Bridal Party

Tissue Boxes, Mirror, Water

Parking Attendant(s)

Wedding Party:

Best Man:

Ushers

1.

2.

3.

4.

5.

Maid of Honor:

Bridesmaids

1.

2.

3.

4.

5.

Ring Bearer:

Flower Girl:

Guest Book Attendant:

Reception Place & Time: