

ST. JOHN UNITED CHURCH OF CHRIST

1010 S. Park Blvd. Freeport, IL 61032

Telephone (815) 235-2824

WEDDING AND/OR RECEPTION AGREEMENT

We, _____ & _____

wish to have our wedding at St. John United Church of Christ on _____

at _____ o'clock.

We remit with this agreement:

\$100 deposit to secure the date on the church calendar

\$75 Pre-Marital Inventory Fee

for a total of \$175

The services we will need are as follows:

CLERGY OFFICIAN:	\$100/hour, 5 hours min	\$500	_____
SANCTUARY:		\$300	_____
AUDIO/VIDEO TECHNICIAN:		\$100	_____
	<i>Church technician required for vocal soloist, or when using recorded music.</i>		
	DVD video of the wedding	\$150	_____
CANDLES: (optional)			
	7-Branch Candelabra (2)	\$ 20	_____
	Hurricane Lamps (12)	\$ 20	_____
CUSTODIAN:			
	Wedding only	\$100	_____
	With Reception at Church	\$200	_____
FELLOWSHIP HALL:			
	For Receptions	\$100	_____
TOTAL WEDDING FEES DUE TO CHURCH:			_____

MUSICIANS

For members & non-members, **you must meet with the church musician** to discuss the service music, plan for special circumstances, and finalize the fee for service. They are paid directly for their services.

Below is an estimated fee scale for your consideration.

Service Music	\$ 75
Additional Music (special music w/vocalist)	\$100

SOLOISTS

The church does not provide vocal musicians, but does welcome their participation. Use of soloists should be discussed with the Church Musician at the time of contracting

AISLE RUNNER

The church does not provide a runner for the center aisle. This can be arranged through your florist

UNITY CANDLE

You are encouraged to use a Unity Candle (or other symbol) as part of your wedding. The church can provide the three-candle holder, but does not provide the candles. The candles can be purchased online.

**The marriage license must be turned into the church office
by the Wednesday before the wedding.**

Remaining fees are due one (1) week before the wedding to the church office

Fees quoted above are subject to change.

Please read the following, sign and return to St. John UCC:

We understand that:

1. **Alcoholic beverages are prohibited** in the church or on the grounds at all time.
2. **Rice** cannot be used or thrown within the church or on the church property.
Bird seed or bubbles are recommended.
Fresh flower petals are not to be used on the carpet.
3. **Couple is liable for any damages** that incur to church property or grounds.

Signed _____ & _____

Date: _____

Date: _____

ST. JOHN UNITED CHURCH OF CHRIST • FREEPORT, IL
WEDDING INFORMATION FORM

SPOUSE 1 _____ **SPOUSE 2** _____

Address _____ Address _____

Telephone _____ Telephone _____

Email _____ Email _____

Wedding Date _____ **Time:** _____ **Location:** _____

Rehearsal Date: _____ **Time:** _____ **Location:** _____

Reception Time _____ Location: _____

Number of guests: _____ Wedding consultant? yes no

Number of Attendants (each side): _____ **Number of Ushers:** _____

Ring Bearer: yes no **Flower Girl:** yes no

Spouse 1's parents: Y N **Spouse 2's parents:** Y N

Step-Parents: Y N **Step-Parents:** Y N

Paternal grandparents: Y N # _____ Paternal grandparents: Y N # _____

Maternal grandparents: Y N # _____ Maternal grandparents: Y N # _____

Will either spouse be escorted: yes no **If yes, by whom:** _____

Music: Instrumental Vocal Tapes **Number of pieces:** _____
 Prelude Processional Recessional During the service Postlude

Organist: _____

Additional Music Accompanist _____
Soloist _____

Still Photographer _____ Time for Pictures _____

Videographer _____ Florist _____