

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 \$100

\$75 Pre-Marital Inventory Fee \$ 75

for a total of \$175 Received _____

The services we are requesting for the wedding/reception are as follows:

CLERGY OFFICIANT: \$100/hour, 5 hours min \$500 _____

WEDDING COORDINATOR:

Wedding only \$100 _____

With Reception at Church \$200 _____

SANCTUARY: \$300 _____

AUDIO/VIDEO TECHNICIAN: \$100 _____

Technician required for vocal soloist, recorded music, or online streaming.

DVD video of the wedding \$150 _____

CANDLES: (optional)

7-Branch Candelabra (2) \$ 20 _____

Hurricane Lamps (12) \$ 20 _____

FELLOWSHIP HALL:

For Receptions \$100 _____

TOTAL FOR SERVICES AND BUILDING USE: _____

This amount is due seven (7) days prior to the event(s).

**The marriage license must be turned into the church office
by the Friday prior to the wedding.**

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. Please use only cloth runners, as the slope of the sanctuary does not work well with plastic runners.

UNITY CANDLE

You may use a Unity Candle (or other symbol of your marriage) as part of your wedding. The church can provide the three-candle holder but does not provide the candles. Candles can be purchased at many party stores, retailers, or online vendors.

The amounts 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 _____