

WEDDING INFORMATION FORM
Calvary Lutheran Church ~ Indianapolis

Today's Date _____

BRIDE (full name) _____

Address _____ City _____ Zip _____

Phone (Home) _____ (Cell) _____

Email _____

Birthdate _____ Age _____

Religious Background? _____

Current Church? _____

GROOM (full name) _____

Address _____ City _____ Zip _____

Phone (Home) _____ (Cell) _____

Email _____

Birthdate _____ Age _____

Religious Background? _____

Current Church? _____

PREFERRED WEDDING DATE: _____ **TIME:** _____
(Weddings are usually scheduled at Calvary on Saturdays between 1:00-4:30 pm.)

LOCATION: _____ **PASTOR:** _____

PREFERRED REHEARSAL DATE: _____ **TIME:** _____
(Rehearsals are usually scheduled at Calvary the night before the wedding starting at 5:30 or 6:00 pm.)

Est. # of Invited Guests: _____ **Est. # in Bridal Party:** _____

Once your date has been approved, we ask that you pay a non-refundable Wedding Registration Deposit, in order to reserve the date of your wedding (\$50 members / \$100 non-member).

For Office Use:	
<p><u>Initial Contacts:</u></p> <p>_____ Date approved w/Pastor & confirmed w/Couple</p> <p>_____ Added to Wedding Sched. & Facilities Schedule</p> <p>_____ Fwd Copy of Info. Sheet to Pastors & Hostesses</p> <p>_____ Update Info into ACS</p> <p>Hostess Assigned: _____</p> <p>Deposit - Cash or Check: # _____ Date: _____</p> <p>Bulletins/Printing Needed? Y or N # _____</p>	<p><u>Week of Wedding:</u></p> <p>_____ Contact Custodians for Final Details</p> <p>_____ Include Couple in Bulletin Prayers</p> <p>_____ Honorariums Distributed</p> <p><u>Following Wedding:</u></p> <p>_____ File Copy of Bulletin, License, & Info Form</p> <p>_____ Update Contact, Wedding, & Env. # Info in ACS</p> <p>_____ Record Wedding in Chron. Order Doc</p> <p>_____ Update member mailbox(es)</p>