

WEDDING DATE RESERVATION FORM

SOUTHPORT CHRISTIAN CHURCH

201 E Epler Ave Indianapolis, IN 46217 (317) 784-4431

For Church Use Only

Wedding Date: _____

Sound Tech: _____

Organist: _____

Candelabras: ___ 7 candle

___ aisle candles

___ 40 candle

Today's Date: _____

Requested Wedding Date: _____ Time: _____

Alternate Wedding Date: _____

Rehearsal Date: _____ Time: _____

BRIDE'S NAME _____

Current Address _____

City/State/Zip _____

Home Phone _____ Daytime Phone _____

Member of _____ Church

Email Address _____

GROOM'S NAME _____

Current Address _____

City/State/Zip _____

Home Phone _____ Daytime Phone _____

Member of _____ Church

Email Address _____

Address after marriage: _____

Officiating Minister Requested: _____

(An ordained Minister of Southport Christian Church must be involved in the ceremony. If you wish to include a guest minister, please discuss this with the officiating SCC Minister before making any arrangements.)

Will there be a **rehearsal dinner** at the church? No ___ Yes ___ Time _____

Will there be a **reception** at the church? No ___ Yes ___ Time _____

Is a **wedding bulletin** needed? No ___ *Yes ___

*If yes, you must provide the bulletin cover with the appropriate information to the Wedding Coordinator one week prior to the wedding. The bulletin will be printed in black & white at no charge.

SUMMARY OF WEDDING FEES

For Members & Active Participants:

A security deposit of \$50 is due along with the completed Wedding Application must be received before your wedding is considered officially booked. The balance is due the night of the rehearsal. Payment of the deposits may be made by check or credit card. The Wedding Coordinator will provide the names and amounts of checks to be written for the balance.

For Non-Members

The security deposit of \$450, the entire damage deposit of \$250 along with the completed Wedding Application and Facilities Request form must be received before your wedding is considered officially booked. The balance is due one week prior to the wedding. Payment of the deposits may be made by check or credit card. The Wedding Coordinator will provide the names and amounts of checks to be written for the balance.

This portion will be completed after you have met with the Wedding Coordinator.

Total as of \$

Amount of deposit due before date is booked: \$