

Today's Date \_\_\_\_\_

**~ WEDDING REQUEST and INFORMATION Form~**

St. Timothy's Lutheran Church, 825 51st Avenue NE, Columbia Heights, 55421

**GROOM:**

**BRIDE:**

Full Name \_\_\_\_\_

Full Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Member of St. Tim's? \_\_\_\_\_

Member of St. Tim's? \_\_\_\_\_

If not, member of what church: \_\_\_\_\_

If not, member of what church: \_\_\_\_\_

Phone (home) \_\_\_\_\_

Phone (home) \_\_\_\_\_

(cell) \_\_\_\_\_

(cell) \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

Birthdate \_\_\_\_\_

Birthdate \_\_\_\_\_

Birth Place \_\_\_\_\_

Birth Place \_\_\_\_\_

Approximate number of wedding guests (sanctuary holds 200 comfortably) \_\_\_\_\_

Approximate number of people in wedding party: Groom's side \_\_\_\_\_ Bride's side \_\_\_\_\_

Best Man \_\_\_\_\_ Maid/Matron of Honor \_\_\_\_\_

REHEARSAL Date \_\_\_\_\_ Time \_\_\_\_\_

WEDDING Date \_\_\_\_\_ Time \_\_\_\_\_ Pictures: before/after

Reception Place \_\_\_\_\_

Other Information or Requests: \_\_\_\_\_

=====

Wedding Booklet read and agreed to:

Arrangements approved by:

\_\_\_\_\_/\_\_\_\_\_  
Bride and Groom Signatures

\_\_\_\_\_  
Pastor

Date non-refundable deposit\* received \_\_\_\_\_

Check # \_\_\_\_\_ \$ \_\_\_\_\_

*\*deposit to reserve & hold wedding date at the church*

# St. Timothy's Lutheran Church of Columbia Heights

## Wedding Information

### To Do:

#### 3 Months before your wedding date: \_\_\_\_\_

- Make an appointment with the pastor for your first appointment for pre-marriage counseling. Call church office (763-571-9721).
- Make an appointment with the Director of Music, at church office to discuss music needs and arrangements. (763-571-9721 ext. 305)

#### 2 Months before your wedding date: \_\_\_\_\_

- Contact Director of Music if you wish to use another musician(s) and/or vocal soloist(s), to get approval and instruction for those person(s).
- Contact St. Tim's Pastor if you wish to use an outside officiant, to get proper instruction for your officiant. Note: St. Tim's Pastor **MUST** be part of every service that happens in our sanctuary. You may have your pastor co-officiate alongside our pastor.

#### 3 weeks before wedding:

- Make any required payments to church office or admin including cost of wedding bulletins, if church prints them. (Most wedding fees are collected at the rehearsal and may include: pastor, director of music, vocal soloist, instrumental soloist, custodian, etc.)

#### 2 weeks before wedding:

- Marriage License to Pastor or church office/secretary for final paperwork to be completed by church office (with address of residence after marriage).

#### 1 day before:

- Be to church for rehearsal at scheduled time.

#### Day of Wedding:

- RELAX AND ENJOY YOUR BEAUTIFUL DAY! MAKE IT YOUR DAY.**

#### NOTES: