

# First Parish Wedding Reservation Form

Your Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell or Work Phone \_\_\_\_\_

Spouse-to-Be's Name \_\_\_\_\_ Email \_\_\_\_\_

Date Requested \_\_\_\_\_ Time Requested \_\_\_\_\_ to \_\_\_\_\_ Number in Wedding Party \_\_\_\_\_

Approx. Number of Guests Expected \_\_\_\_\_ Are you a church member? \_\_\_\_\_

Will you be working with our minister? \_\_\_\_\_ \*Will you be bringing in an outside minister? \_\_\_\_\_

Will you be working with our Music Director? \_\_\_\_\_ \*and/or and outside musician? \_\_\_\_\_

What time will you or those helping you (florist, etc.) need to get in the building? \_\_\_\_\_

Do you plan to have a receiving line after the service at the church? \_\_\_\_\_

Do you plan to take pictures after the service in the building? \_\_\_\_\_

Special Requests/set-up instructions

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*Use of Sanctuary and ministerial services for weddings are free of charge to members in good standing. Musician's fees may still apply.*

## Standard Fees

Wedding (including pre-wedding meetings and rehearsal):

Use of Sanctuary	\$500.00
Minister	\$500.00
Music Director	\$300.00

Total Rental Fees: \$ \_\_\_\_\_ Amount if Deposit included: \$ \_\_\_\_\_

Remainder of rental fee must be received no later than one week before your wedding.

Couples wishing to use their own minister & musician will be required to supply contact information for their minister and musician.

All ceremonies, officiants & use of church equipment are subject to the minister's approval.

If the deposit check bounces, the couple must then make payment in full in order to continue to hold their date.

*I agree to indemnify and hold harmless First Parish Church in Taunton and its agents, volunteers and employees from many and all liability, claim or cause of action for any property loss or damage, personal injury, wrongful death or damage to property or persons.*

I have read and agree to the above terms.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please sign and return this document, along with a signed copy of Event Policies to:

**First Parish Church in Taunton  
P.O. Box 614  
Taunton, Ma 02780**

Please keep a copy for your records.

\*Outside Minister Contact Information

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email \_\_\_\_\_

\*Outside Musician Contact Information

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email \_\_\_\_\_