Grand Lake United Methodist Church Facility Use Statement of Understanding

Thank you for being our guest and choosing the St. Paul's or Montezuma campus of Grand Lake United Methodist for your wedding day. Below are a few guidelines related to the use of our facilities. Should you be in violation of any of these guidelines, you will forfeit your \$100 deposit, and if property damage occurs as a result, you will be held responsible for costs incurred for repair, and will also be assessed the cost of any additional custodial services needed.

- 1) Food or drinks are not permitted in the sanctuary.
- 2) Streamers, confetti, or bubbles are not permitted anywhere inside the facility.
- 3) Alcohol is not permitted anywhere on church property.
- 4) Room access is limited to ONLY those rooms specified for your use by the Grand Lake UMC Wedding Coordinator. Additionally, nothing in the rooms is to be moved or tampered with in any fashion without the express permission of the on-duty Custodian.
- 5) Access to facilities for purposes of decorating must be scheduled with the Grand Lake UMC church office, and generally occurs following rehearsal, or on the morning of your wedding day. Deviation of the arranged schedule is not permitted without the express permission of the church.

	Date
(Signature of Bride or Groom)	
	Date
(Signature of Pastor)	

Date:	Bride/G	Groom:	//	
			Wedding Date:	
			Time:	
			Rehearsal Date:	
			Time:	
	0			
	3.4.13. 24		Methodist Church	
Caramany Lagation		lding Plann	ing Checklist	
Ceremony Location	Church Sanctuary at St. F	Paul's		
	Church Sanctuary at Mo			
	Other Location / Address	s:		
Type of Wedding:				
	Formal			
	Informal			
	Open			
u	Private			
Number of Guests E	Expected:			
Officiating Minister	:			
Bride's Full Name: _				
Address:				
Email:				
Phone: (ho	me)	(work)	(cell)	
Church Affil	liation:			
Parents: (F	-ather)	(Mother)	
Birth date:				
Groom's Full Name	:			
Email:				
Phone: (ho	me)	(work)	(cell)	
Church Affil	liation:			
Parents: (F	⁻ ather)	(Mother)	
Rirth date:				

Address after weddi	ng:
CEREMONY INFORM	IATION
Processional:	
	Unescorted
	Half-aisle escort
	Full-aisle escort
Seating of Grandpare	ents:
• Groom's Gra	indparents:
•	
Ushe	r:
Bride's Gran	dparents:
•	
	r:
Seating of Parents:	
Groom's Par	ents:
	r:
Bride's Parei	nts:
•	
Ushe	r:
Bride to be presente	d by:
Memorial Candle: Yo	es No (list name and relationship to bride/groom below)
	······································

Unity Candle: Yes No Sand Ceremony: Yes No
Roses/gifts to parents: Yes No
If yes, when in the ceremony?
 Unity Candle/Sand Ceremony
□ Recessional
Selected Scripture:
Reader (if applicable)
Musician: Organist Pianist
Are there any other musicians besides the organist/pianist? Yes No
Vocalists? Yes No
 Will vocalist rehearse at the wedding rehearsal? Yes No
Instrumentalists? Yes No
What instruments?
Music: please specify special music to be used during the ceremony
☐ Seating of Grandparents:
☐ Seating of Parents:
☐ Processional Music:
□ Recessional Music:
☐ Special Music during ceremony (specify)
Post Ceremony Greeting: Receiving Line Personally greet guests in center aisle
Exit the Church Through the: Front Door Loggia
WEDDING PARTY INFORMATION
☐ Bride
Honor Attendant:
Jr. Honor Attendant:
• Attendant:
• Attendant:
• Attendant:
• Attendant:
• Attendant:
• Attendant:
• Attendant:

	Groom	
	•	Best Man:
		Attendant:
		arer:
	Flower 6	Girl:
	Ushers	
	•	
	•	
	•	
	•	
	•	
	•	
	Acolytes	
	• .	
	• .	
	Guest Bo	ook Attendant(s)
	•	
	• .	
OT!!50	11150014	ATION
OTHER	INFORM	ATION
Photog	rapher: _	
Videog	rapher:	
Special	Setup / D	Decorations (specify)
	, ,	
Special	instruction	ons needed for Custodian:

Would you like a DVD slide show played at the ceremony? Yes No				
If yes, when do you want it? Pre-service During Service Post-service				
Please check type of media below:				
□ Finished DVD				
 A slideshow on a laptop that you will bring 				
Video on flash drive using *mpeg or *wma				
Other (please specify)				
Did you receive a copy of the Grand Lake United Methodist Church Facility Use Statement of Understanding?				
□ Yes				
□ No				
Signature:				