

WEDDING INFORMATION SHEET

WEDDING PARTY (order names as you wish them to stand closest to Partners A & B)

Partner A: _____

Partner B: _____

Partner A Attendants:	Partner B Attendants:
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.

Flower Attendant (name and age) _____ Parent(s) _____

Ring Bearer (name and age) _____ Parent(s) _____

Who will greet guests as they arrive? _____

Acolyte(s) _____

Ushers _____

Partner A's Parents: _____ Phone _____

Partner B's Parents: _____ Phone _____

1. Will Partner A be escorted down the aisle? Yes _____ No _____ By Whom? _____

2. Will Partner B be escorted down the aisle? Yes _____ No _____ By Whom? _____

3. Scripture Reader(s) _____

4. Who will hand out bulletins? _____

5. Other individuals involved (specify) _____

6. Is anyone getting dressed at the church? Yes ___ No ___ Number of rooms? _____

7. Expected church arrival time on day of ceremony _____

8. Wedding bulletins, check where appropriate:

I will purchase bulletins from the church _____ The church will print my bulletin _____

I will provide my own wedding bulletins _____

Number of wedding bulletins to be printed (if church supplying) _____

**If you want the church to prepare and print your wedding bulletins, please submit the required information no later than 2 weeks before your wedding.*

SANCTUARY ARRANGEMENTS (check all that apply)

Will you be lighting a Unity Candle during the ceremony? Yes _____ No _____

When candles lit _____ Lit by _____

Will a parent light the candles representing their children? Yes _____ No _____

When candles lit _____ Lit by _____

Use of Aisle Runner (you provide) Yes _____ No _____

When unrolled _____ Unrolled by _____

Receiving Line: in Gathering Space _____ in Sanctuary _____ at Reception _____

Other Requests/Needs _____

MUSICAL ARRANGEMENTS

Organist/Pianist _____ Phone Number _____

Other Musicians _____ Phone Number _____

Soloist(s) _____ Phone Number _____

Music Choices:

Prelude _____

Seating of Family _____

Procession of Wedding Party _____

Procession of Partner(s) _____

Special Music (what & when) _____

Recessional _____

FLORAL, PHOTOGRAPHY, & OTHER ARRANGEMENTS

Florist _____ Phone Number _____

Number of large bouquets _____ Will flowers be left for Sunday Morning? _____

Who is placing the flowers? Florist _____ Other _____

Who is pinning/handing out boutonnieres/bouquets? Florist _____ Other _____

Photographer _____ Phone Number _____

When will pictures be taken? _____

Videographer _____ Phone Number _____

Caterer (if reception is at St. Paul's) _____ Phone Number _____