

Wedding Name _____

Date: _____

Time: _____

Bride: _____

Address:

Phone:

Date of Birth:

Place:

Mother's Maiden Name:

Father:

Baptized (place / date):

Confirmed (place / date):

Previous Marriage?

Children?

Groom: _____

Address:

Date of Birth:

Place:

Mother's Maiden Name:

Father:

Baptized (place / date):

Confirmed (place / date):

Previous Marriage?

Children?

Wedding Name _____

Date: _____

Time: _____

The Service

Location Church _____ Chapel _____

Time of Wedding Desired: _____

Communion? Y _____ N _____

Rite I or II? I _____ II _____

Eucharistic Prayer A _____ B _____

Old Testament Reading _____

Epistle _____

Gospel _____

Other Reading _____

Processional Music _____

Recessional _____

Offertory _____

Communion _____

Other Music

Wedding Party:

Best Man: _____

Address: _____

Maid/Matron of Honor: _____

Address: _____

Candelabra? Y _____ N _____

Acolytes? Y _____ N _____ Quantity _____

Wedding Name _____

Date: _____

Time: _____

FEE SCHEDULE

What does it cost?

Officiant	- \$300*	Paid_____ (Date paid_____)
Discretionary Fund	- \$100*	Paid_____ (Date paid_____)
Church	- \$200*	Paid_____ (Date paid_____)
Sexton	- \$100 **	Paid_____ (Date paid_____)
Organist	see below ***	Paid_____ (Date paid_____)
Altar Guild (if Chapel with Communion)	- \$100	Paid_____ (Date paid_____)
Candelabra (optional)	- \$50	Paid_____ (Date paid_____)
Acolytes (optional)	- \$15 each	Paid _____ (Date paid_____)

* = not required of parishioners of a year or more. **A parishioner is one who is regular in attendance and a regular giver of record (pledge).**

** If the couple uses the Parish Hall for a reception, double this amount if the sexton is requested for setup.

***Organist fees:

\$300.00 fee for wedding rehearsal and ceremony, includes consultation(s) to discuss and finalize music selections.

Any rehearsals for musicians/soloists in addition to the wedding rehearsal are \$50.00.

Fee not applicable for Chapel because no working organ or piano.

When do I pay? (for non-parishioners)

(this does not include the Parish Hall, which is to be reserved and paid for separately)

- Deposit \$100 before date reserved - *this goes towards Discretionary Fund*
- \$200 due 1 month before date of wedding - *this goes towards church fee*
- Balance due at wedding rehearsal

How do I pay?

- The organist, sexton, and acolytes are paid separately and with either cash or by check made out to CASH.
- If paying the Officiant by check it should be made out to Rev. Charles Kramer.
- If paying the discretionary fund by check it should be made out to Rector's Discretionary Fund.
- All other checks are payable to St. James Episcopal Church and write the wedding name and wedding date on memo.