

Wedding Name \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

**Bride:** \_\_\_\_\_

Phone:

Address:

**Groom:** \_\_\_\_\_

Phone:

Address:

Wedding Name \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

**The Service**

**Location** Church \_\_\_\_\_ Chapel \_\_\_\_\_

**Time of Wedding Desired:** \_\_\_\_\_

**If using our organist:**

Processional Music \_\_\_\_\_

Recessional \_\_\_\_\_

Offertory \_\_\_\_\_

Communion \_\_\_\_\_

Other Music

\_\_\_\_\_

\_\_\_\_\_

Officiating Clergy \_\_\_\_\_

Affiliated Church \_\_\_\_\_

Wedding Name \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

## FEE SCHEDULE:

### What does it cost?

Church - \$400	Chapel - \$500	Paid _____ (Date paid _____)
Sexton	- \$100 *	Paid _____ (Date paid _____)
Organist	see below **	Paid _____ (Date paid _____)
Altar Guild (Chapel - if Communion) - \$100		Paid _____ Date paid _____

\* If the couple uses the Parish Hall or Chapel Reading Room 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.

### When do I pay?

- Deposit \$100 before date reserved – *this goes towards church/chapel fee*
- balance of church/chapel fee due 1 month before wedding
- Any remaining fees due 1 week before date of wedding

### How do I Pay?

- The organist and sexton are paid separately and with either cash or by check made out to CASH.
- Other checks are payable to St. James Episcopal Church and write the wedding name and wedding date on memo.