

**Wedding Information Sheet – must be filled out WELL before wedding date**

(this form is to be kept in the office)

Personal Information – use full proper names

Groom's Full Name \_\_\_\_\_ Age \_\_\_\_\_ Religion \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ email \_\_\_\_\_

Bride's Full Name \_\_\_\_\_ Age \_\_\_\_\_ Religion \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ email \_\_\_\_\_

Address after Wedding \_\_\_\_\_

Groom's Parents \_\_\_\_\_

“ ” Address \_\_\_\_\_

Bride's Parents \_\_\_\_\_

“ ” Address \_\_\_\_\_

**Wedding Service Information**

Rehearsal Date \_\_\_\_\_ Time \_\_\_\_\_

Wedding Date \_\_\_\_\_ Time \_\_\_\_\_

Wedding Location/Address \_\_\_\_\_

Borough/Township \_\_\_\_\_ Town \_\_\_\_\_ County \_\_\_\_\_ Zip \_\_\_\_\_

also if **NOT** at St. Luke – need Full Location Name, Street, Borough, Township, Town, County, Zip

**Maid OR Matron** of Honor \_\_\_\_\_ Relationship \_\_\_\_\_  
(Please circle one) (Sample: Sister of Bride)

Best Man \_\_\_\_\_ Relationship \_\_\_\_\_  
(Sample: Friend of Groom)

Bridesmaids and relationships \_\_\_\_\_

Groomsmen and relationships \_\_\_\_\_

Flower Girl and relationship \_\_\_\_\_

Ring Bearer and relationship \_\_\_\_\_

Office use: License # \_\_\_\_\_ County Purchased \_\_\_\_\_ **(NEED ONE WEEK PRIOR)**

Scripture \_\_\_\_\_ Reader's Name \_\_\_\_\_  
\_\_\_\_\_ Reader's Name \_\_\_\_\_  
\_\_\_\_\_ Reader's Name \_\_\_\_\_

(Please Circle Appropriate Answers – Thank you!)

Rings: 1 or 2

Wedding Candle: Yes (You provide) / No

Mothers – Candle lighting: Yes / No

Mothers – Roses to: Yes / No

Crash / Runner: Yes / No

Flowers: Taking with you / Leaving on the Altar (please circle one)

Bulletin: Church office doing: No / Yes – **Need information minimum 3 weeks prior** (you provide cover) Quantity \_\_\_\_\_

Rough Draft ? No / Yes (need time to do and get it back and forth) / email: \_\_\_\_\_

Videotaping: Yes / No Name of Video Person \_\_\_\_\_

Photographer \_\_\_\_\_ Pictures: Before / After (*not during*)

Reception at Church: Yes / No Facility Request Form Filled Out: Yes / No

Reserved Sanctuary – YES \_\_\_\_\_ Paid/check # \_\_\_\_\_

ALL service music: see Katie Neubert.

OTHER (songs / relationships to organist/soloist/readers exp: friend-of-bride / special occurrences / thank you paragraph, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organist \_\_\_\_\_ Soloist \_\_\_\_\_

Officiant \_\_\_\_\_

Forms or dates to: PBen \_\_\_ PJared \_\_\_ PBrian KN \_\_\_ SB \_\_\_ PL \_\_\_ Official Records \_\_\_

Janitor \_\_\_\_\_ Wedding Coordinator \_\_\_\_\_

Check Received # \_\_\_\_\_