

WEDDING CEREMONY

THE FIRST CHURCH IN SWAMPSCOTT, CONGREGATIONAL

40 MONUMENT AVENUE SWAMPSCOTT, MA 01907

Telephone: 781-5922-6081 Fax: 781-592-1879 Email: Office@thefirstchurch.org

DATE OF WEDDING: _____ TIME: _____ # OF GUESTS: _____

DATE OF REHEARSAL: _____ TIME: _____

BRIDE'S NAME: _____ BIRTH DATE: _____

ADDRESS: _____

EMAIL ADDRESS: _____ TELEPHONE #: _____

CHURCH MEMBERSHIP: _____ REFERRED BY: _____

GROOM'S NAME: _____ BIRTH DATE: _____

ADDRESS: _____

EMAIL ADDRESS: _____ TELEPHONE #: _____

CHURCH MEMBERSHIP: _____ REFERRED BY: _____

MINISTER NAME: _____ TELEPHONE #: _____

CHUCH NAME AND ADDRESS: _____

ORGANIST NAME: _____ TELEPHONE #: _____

SOLOIST NAME: _____ TELEPHONE #: _____

ASSISTANT NAME: _____ TELEPHONE #: _____

OF BRIDAL ASSISTANTS: _____ # OF GROOMSMEN: _____

CHURCH FEES:	SANCTUARY :	\$ _____	
	LIBRARY:	\$ _____	
	HALL:	\$ _____	
	MUDGE PARLOR:	\$ _____	
	KITCHEN:	\$ _____	
	TOTAL DUE	\$ <table border="1"><tr><td> </td></tr></table>	

DEPOSIT (50% of total church fees) \$ _____ CHECK #: _____ DATE: _____

The wedding date will not be reserved until the deposit terms have been met.

OTHER FEES:	MINISTER	\$ _____
	ORGANIST:	\$ _____
	SOLOIST	\$ _____
	COORDINATOR:	\$ _____

RICE, PETALS, BIRDSEED, ETC. INSIDE OR OUTSIDE OF THE CHURCH IS STRICTLY PROHIBITED. WEDDING PARTICIPANTS AND THEIR GUESTS ARE ONLY ALLOWED IN THE ROOMS AND REST ROOMS WHICH HAVE BEEN APPROVED FOR THEIR USE. SMOKING IS NOT PERMITTED IN THE BUILDING.

WAIVER OF INSURANCE

We (I) , _____ shall indemnify, defend and hold harmless The First Church in Swampscott, Congregational, UCC, and its respective officers, employees, agents, and representatives from and against any and all claims, demands, causes of action, losses, liabilities, damages, and expenses (including reasonable attorney's fees and costs) arising out of or in connection with any allegations brought against The First Church in Swampscott, Congregational, UCC and its respective officers, directors, employees, agents from any cost and expense (including reasonable attorney's fees) arising out of the use of the premises or property of The First Church in Swampscott, Congregational, UCC by the undersigned.

NAME (OR NAME OF GROUP): _____

SIGNATURE: _____

TITLE (if applicable): _____

DATE: _____

The Church Council is responsible for all decisions regarding the Church property. The date of the event and the use of the room(s) must be approved by the Church Office before submission to the Church Council for authorization. Any change in this application must be approved through the church office before the facility is occupied.