



Peoples Presbyterian Church

The Reverend Kelly Boubel Shriver

210 Smith Street - Milan, MI 48160

Phone: 734-439-1922 Fax: 734-439-2490

Email: ppcoffice@peoplespresbyterian.org

Website: www.peoplespresbyterian.org

NOTE: Please fill out pages 1 through the top of page 4 as completely as possible before meeting with the Pastor.

REHEARSAL			
REHEARSAL DATE	REHEARSAL TIME (AM/PM)	REHEARSAL LOCATION	
REHEARSAL DINNER DATE	REHEARSAL DINNER TIME (AM/PM)	REHEARSAL DINNER LOCATION	
WEDDING CEREMONY			
WEDDING DATE	START TIME (AM/PM)	END TIME (AM / PM)	
NUMBER OF GUESTS ANTICIPATED	NAME OF WEDDING LOCATION		
ADDRESS	CITY	STATE	ZIP CODE
OFFICIATED BY (INCLUDE TITLE, FIRST & LAST NAME)			
POTENTIAL DATES YOU ARE AVAILABLE FOR COUNSELING APPOINTMENTS (4-5 APPOINTMENTS ARE REQUIRED)			
DINNER AND / OR RECEPTION			
NAME OF RECEPTION LOCATION	START TIME		
ADDRESS	CITY	STATE	ZIP CODE
BEST CONTACT PERSON			
CONTACT NAME	HOW TO REACH? (CELL / HOME PHONE / EMAIL)	BEST TIME OF DAY? (AM / PM / EVENING)	
BRIDE & GROOM'S ADDRESS AFTER WEDDING			
ADDRESS	CITY	STATE	ZIP CODE

BRIDE				
BRIDE NAME (FIRST, MIDDLE, LAST)			DATE OF BIRTH	
CURRENT ADDRESS		CITY	STATE	ZIP CODE
HOME PHONE NUMBER	WORK PHONE NUMBER		CELL PHONE NUMBER	
EMAIL ADDRESS				
ARE YOU A MEMBER OF PEOPLES PRESBYTERIAN CHURCH? PLEASE CHECK ONE		<input type="checkbox"/>	YES	<input type="checkbox"/>
			NO	

BRIDE'S FAMILY				
MOTHER / STEP-MOTHER				
FATHER / STEP-FATHER				
MOTHER / STEP-MOTHER				
FATHER / STEP-FATHER				
GRANDPARENTS				
GRANDPARENTS				

GROOM				
GROOM NAME (FIRST, MIDDLE, LAST)			DATE OF BIRTH	
CURRENT ADDRESS		CITY	STATE	ZIP CODE
HOME PHONE NUMBER	WORK PHONE NUMBER		CELL PHONE NUMBER	
EMAIL ADDRESS				
ARE YOU A MEMBER OF PEOPLES PRESBYTERIAN CHURCH? PLEASE CHECK ONE		<input type="checkbox"/>	YES	<input type="checkbox"/>
			NO	

GROOM'S FAMILY				
MOTHER / STEP-MOTHER				
FATHER / STEP-FATHER				
MOTHER / STEP-MOTHER				
FATHER / STEP-FATHER				
GRANDPARENTS				
GRANDPARENTS				

BRIDE'S ATTENDANTS

MAID / MATRON OF HONOR		RELATIONSHIP
MAID / MATRON OF HONOR		
BRIDESMAID		
BRIDESMAID		
BRIDESMAID		
BRIDESMAID		
BRIDESMAID		
JUNIOR BRIDESMAID	AGE	
JUNIOR BRIDESMAID	AGE	

GROOM'S ATTENDANTS

BEST MAN		RELATIONSHIP
BEST MAN		
GROOMSMEN		
GROOMSMEN		
GROOMSMEN		
GROOMSMEN		
GROOMSMEN		
GROOMSMEN		

OTHER WEDDING PARTY MEMBERS

USHER		RELATIONSHIP
USHER		
USHER		
USHER		
FLOWER GIRL 1	AGE	
FLOWER GIRL 2	AGE	
FLOWER GIRL 3	AGE	
FLOWER GIRL 4	AGE	
RING BEARER 1	AGE	
RING BEARER 2	AGE	

NOTE: Please complete the following *during* discussions with the Pastor.

OTHERS ASSISTING

*WEDDING COORDINATOR (SEE GUIDELINES)	PHONE	CELL
*ORGANIST	PHONE	CELL
SOLOIST	PHONE	CELL
OTHER MUSICIAN(S)	PHONE	CELL
OTHER MUSICIAN(S)	PHONE	CELL
FLORIST	PHONE	CELL
PHOTOGRAPHER	PHONE	CELL
*VIDEOGRAPHER	PHONE	CELL

*NOTE: These people may be provided by the church. Please speak to the Pastor to book them.

MUSIC REQUESTS

SCRIPTURE REQUESTS

OTHER SPECIAL REQUESTS (ie. unity candle, communion, etc.)

OTHER DETAILS

Will the Bride and Attendants dress at the church?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
If yes, what time will they arrive?	TIME:			
What time will the Groom and Attendants arrive?	TIME:			
Where will the Groom and Groomsman wait?				
Are pew candles required?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Who will light the pew candles?	NAME(s) (ushers or other?)			
Will a unity candle be used? (Note: the couple will need to provide the unity candle and side tapers.)	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Will wedding programs be used? (To be supplied by couple.)	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Who will be handing them out?	NAME			
Will a guest book be used?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
If yes, who will attend it?	NAME			
Personal Flowers such as boutonniere and corsages; who will assist?	NAME			
If extended families, will parents sit in the same pew? If not, other option?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
OTHER OPTION:				
Who will usher the groom's grandparents?	NAME			
Who will usher the bride's grandparents?	NAME			
Who will usher the groom's parents?	NAME			
Who will usher the bride's mother?	NAME			
Will the flower girl and ring bearer walk up separately or together?				
Where/when will the wedding license be signed?				
Who will release the pews after the wedding? (bridal couple/ushers)				
Will there be a Receiving Line?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
If yes, where? (Narthex/outside/Fellowship Hall)				
Will there be petals, bird seed or bubbles? (<u>No rice</u>)	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
If yes, where will it be handed out and by whom?	LOCATION	NAME		

PHOTOGRAPHY

Will photos be taken?	TIME	LOCATION		
Will there be additional photos after the ceremony in the Sanctuary?		YES		NO

ADDITIONAL PHOTOGRAPHY NOTES

NOTES / OTHER DETAILS

Large empty rectangular area for notes or other details.