

**UNITED METHODIST TEMPLE
RESERVATION FORM FOR WEDDINGS**

Today's Date: _____ **Requested Wedding date:** _____

In order to confirm a reservation, **one-half of the fees due to the church are to be paid as a down payment** and this form must be returned within fourteen (14) days of the above date. All but fifty dollars (**\$50.00**) of this down payment is refundable up to ninety (90) days before the wedding date. Reservations are not considered firm until six (6) months prior to the wedding date.

GROOM'S NAME _____ PHONE _____
ADDRESS _____

BRIDE'S NAME _____ PHONE _____
ADDRESS _____

WEDDING DATE _____ TIME _____ SANCTUARY ___ CHAPEL ___
REHEARSAL DATE _____ TIME _____

PASTOR IN ADDITION TO TEMPLE PASTOR _____
NAME _____ CHURCH AFILIATION _____
ADDRESS _____ PHONE _____

FEES FOR THOSE WHO ARE NOT ACTIVE MEMBERS *: payable to United Methodist Temple

Damage Deposit	\$250.00 (\$50.00 non-refundable)
Sanctuary or Chapel (includes Bridal Room)	\$300.00
UMT Facility Monitor	<u>\$100.00</u>
Total for church	\$650.00

FEES FOR ALL WEDDINGS:

Custodian	<u>\$150.00</u>	payable to Curt Martin
Total	\$150.00	
Pastor	\$200.00	payable to Reverend (if applicable)
Sound Technician	<u>\$100.00</u>	payable to sound technician (if applicable)
Total	\$300.00	

NEITHER SMOKING NOR ALCOHOLIC BEVERAGES ARE PERMITTED ON THE CHURCH PREMISES

PLEASE SEE ATTACHED INFORMATION REGARDING ORGANIST

The second half of the fees due the church and the fees due the custodian, security, pastor, sound technician and organist (see attached page) are due ten (10) days before the date of the wedding.

Groom's Signature _____ Date _____

Bride's Signature _____ Date _____

*Active member of the Church = those who uphold the Church by attendance, prayers, gifts and service.