



WEDDING REQUEST FORM

FIRST
PRESBYTERIAN
CHURCH
COLUMBUS

512 7th St. | Columbus, Indiana 47201-6293 | TEL: (812) 372-3783 | FAX: (812) 372-9533

EMAIL: office@fpccolumbus.org | WEBSITE: www.fpccolumbus.org

PERSONAL

BRIDE
Name: _____
Address: _____

Phone No: _____
Email: _____
Church Affiliation: _____

GROOM
Name: _____
Address: _____

Phone No: _____
Email: _____
Church Affiliation: _____

WEDDING

Proposed wedding date: _____ Time: _____

Wedding rehearsal date: _____ Time: _____

Number of guests anticipated: _____

Officiating Pastor _____ (If using another minister it must be approved through our ministers)

Space requested: Sanctuary Laws Room Chapel

Type of Music: Organ Piano Other _____

STATEMENT OF COMMITMENT

We agree to be financially responsible for any and all damages that may occur during our use of these facilities. We understand all premises of the church, including the parking lot are smoke-free and alcohol-free. We understand the church office will contact us with a notice of approval or denial. If approved, we understand a \$75.00 non-refundable deposit will be required to hold our reservation if we are not a member of FPC.

Signature of Bride: _____ Date: _____

Signature of Groom: _____ Date: _____

SCHEDULE OF FEES

MEMBER : There are no fees for Pastors or use of Sanctuary, Chapel or Laws Room.

Organist \$200.00
Consultant \$175.00
Custodian \$ 75.00
Total \$450.00

NONMEMBER :

Sanctuary \$300.00 (room)
Laws Room \$150.00 (room)
Chapel \$150.00 (room)
Minister \$250.00
Organist \$250.00
Consultant \$200.00
Custodian \$100.00
Total \$800.00 (plus room)

OFFICE USE ONLY

Approved _____

Deposit Collected _____

Total Fees Due: _____