

Christian Reformed Church
395 North Cedar Street, Imlay City, MI 48444
810-724-4315

REQUEST FOR USE OF CHURCH FACILITIES

Keep a copy for your records.

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| For Council Use cc to office secretary Approved: Yes / No By WHOM: _____ Date Notified: _____ |
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WEDDING FORM – Non-Member

The cost for a WEDDING: \$375 ~ There is ALSO a DEPOSIT FEE: \$100

First/Last Names: **Bride's** _____ **Groom's:** _____

Name of Minister: _____ Minister's Phone Number: _____

Minister's Church Affiliation: _____

Estimated number of people attending: _____

You have approval to use the following: Sanctuary, Nursery (used for Bride & Bridesmaids dressing room), Library (for groomsmen if needed), Bathrooms.

| | | | | | | | |
|--------------------------|-------------------|------------|--------------------------------|-------|----|---|----|
| Wedding Day/Date: | circle one | M | TU | W | TH | F | SA |
| Month: _____ | Day: _____ | Year _____ | | | | | |
| Time: _____ | am/pm to _____ | am/ pm | Doors to be unlocked by: _____ | am/pm | | | |

| | | | | | | | |
|----------------------------|-------------------|------------|--------------------------------|-------|----|---|----|
| Rehearsal Day/Date: | circle one | M | TU | W | TH | F | SA |
| Month _____ | Day _____ | Year _____ | | | | | |
| Time: _____ | am/pm to _____ | am/ pm | Doors to be unlocked by: _____ | am/pm | | | |

I/We agree to abide by the policies of Imlay City Christian Reformed Church and understand fully the cost and other related responsibilities involved in renting the church building, equipment, and property owned by the church.

Signed: _____ Name (Please Print): _____

Address: _____ City/Zip Code: _____

Telephone Home: _____ Work _____

_____(check if needed)*Special Request: No Pianist or Organist will be secured. We request use of the Sound Technician to play music we will supply in advance on compact discs or audio tapes in place of the organist/pianist. We understand there is an added fee of \$100 for this option. (This does not apply to weddings with an organist or pianist, where up to 3 mics are included in the \$375.)

Fee Information:

Deposit Required: \$100 send w/Request Form – **the deposit will secure the date upon approval.**

Total Fees: \$375 (separate from deposit-due 2 weeks prior to the date of the Wedding)

Additional Fee as requested: \$100 for Extensive Sound Technician Use ... see * above.

Total Fees (with *) \$475 (separate from deposit – due 2 weeks prior to the date of the Wedding)

Fees for Minister & Organist are not included, secure fees and delivery of payments directly to them

*Special Request as stated above – add \$100 for this option.

For Office Use Only: Deposit Received Date _____ Total Fees Received Date _____.