

~ Ceremony Checklist ~

Location _____	Contact _____
Address _____	Phone _____
Email _____	Fax _____

Important Ceremony Details

Dates Available _____

Capacity _____ Fee \$ _____

Officiants _____

Necessary Official Documents (birth certificates, baptism certificates, etc.) _____

Cancellation Policy _____

What the Ceremony Facility Provides

- | | |
|--|--|
| <input type="checkbox"/> Aisle runner | <input type="checkbox"/> Good photo spots |
| <input type="checkbox"/> Canopy | <input type="checkbox"/> On-site coordinator for rehearsal |
| <input type="checkbox"/> Candles/candle holders | <input type="checkbox"/> Adequate parking |
| <input type="checkbox"/> Dressing rooms | <input type="checkbox"/> Wedding programs |
| <input type="checkbox"/> Reserved seating signs for pews | <input type="checkbox"/> Microphone for readers/musicians |
| <input type="checkbox"/> Flowers/decorations | <input type="checkbox"/> Premarital classes |

What the Ceremony Facility Allows

- | | |
|--|--|
| <input type="checkbox"/> Petals in the church (fresh or fake) | <input type="checkbox"/> Writing your own vows |
| <input type="checkbox"/> Birdseed/rice/bubbles/petal toss outdoors | <input type="checkbox"/> Personalizing the ceremony |
| <input type="checkbox"/> Hiring outside musician(s) | <input type="checkbox"/> Readings other than from the bible |
| <input type="checkbox"/> Change of décor to match your colors | <input type="checkbox"/> A kiss at the end of the ceremony |
| <input type="checkbox"/> Photography/videography during the ceremony (flash or no flash) | <input type="checkbox"/> Reserved seating for family |
| <input type="checkbox"/> Decorations beyond flowers | <input type="checkbox"/> Separate songs for the wedding party procession and the brides procession |
| <input type="checkbox"/> Wine, communion or other traditions in ceremony | <input type="checkbox"/> Other ceremonies the same day as the wedding |