

CEREMONY SITE	LOCATION #1	LOCATION #2	LOCATION #3
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Site Name			
Contact Name			
Address			
Telephone			
Website			
E-Mail			

Is there time allotted before and/or after the ceremony for photographs?			
Are there any restrictions for decorating or wedding vendors?			
Do you have a bridal room?			
Do you have a list of packages?			
Are taxes & gratuity included in the price?			
Are there any additional fees?			
Cancellation and refund policy?			
What else should we know about your site?			

MY CEREMONY SITE IS: Location: _____ Contact: _____
 Address: _____ Phone: _____
 Hours: _____ Email: _____ Website: _____
 Restrictions: Video _____ Photo _____ Flower _____
 Unity Candle: _____ Aisle Runner: _____ Attire: _____ Music: _____

OFFICIANT	OFFICIANT #1	OFFICIANT #2	OFFICIANT #3
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Name			
Address			
Telephone			
Website			
E-Mail			

How many years of wedding experience?			
Do you have sample wordings?			
Can you include religious or personal touches to the ceremony?			
How do you charge for your services?			
Do you contact my ceremony musicians to discuss timing?			

CEREMONY

Do you attend the rehearsal?			
Do you require pre-marital counseling?			
Do you like to attend the reception as well?			
Do you submit the marriage license to the county courthouse?			
Can you provide references?			
Do you have a cancellation policy?			

MY OFFICIANT IS: Name: _____ Fee: _____ Due Date: _____
 Address: _____ Phone: _____
 Hours: _____ Email: _____ Website: _____

CEREMONY MUSIC SOLOIST/GROUP #1 SOLOIST/GROUP #2 SOLOIST/GROUP #3

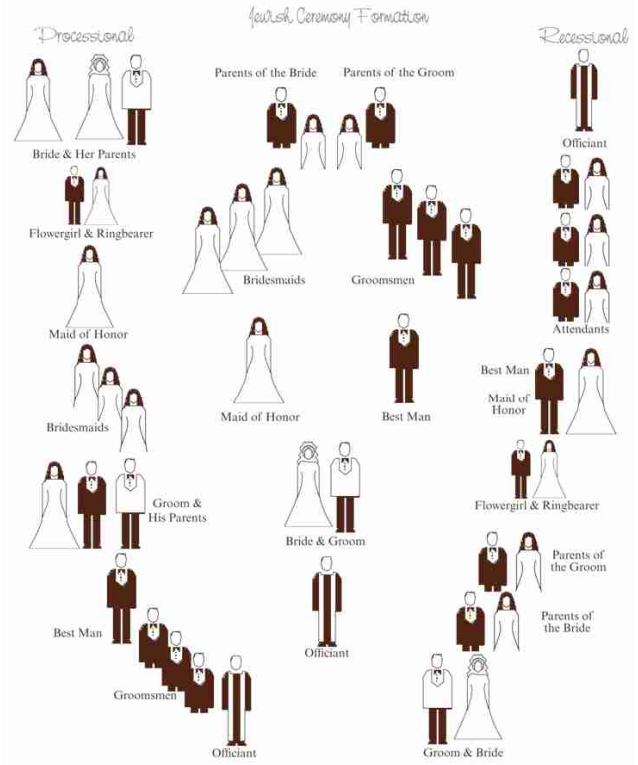
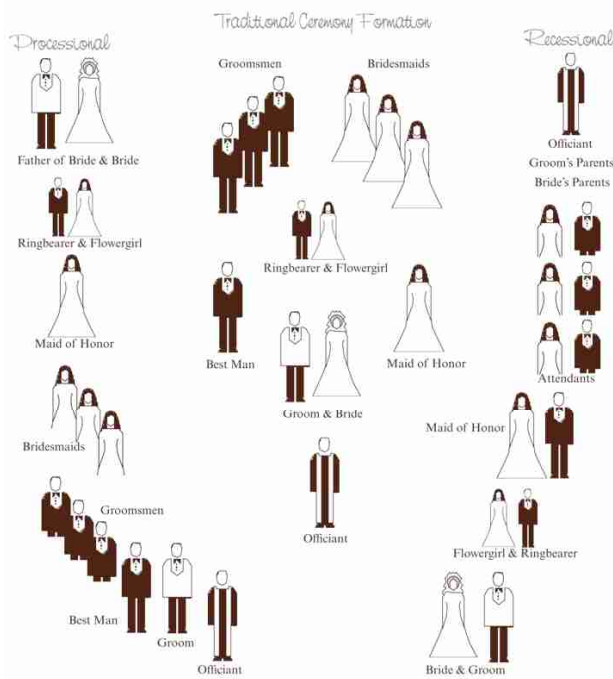
Name			
Address			
Telephone			
Website			
E-Mail			

How many years of professional experience do you have?			
What percentage of your business is dedicated to weddings?			
What type of music do you specialize in?			
What instrument(s) do you offer?			
How would you dress for my wedding?			
Do you have liability insurance?			
What fees are included in your service?			
What is your payment and/or cancellation policy?			

CEREMONY MUSIC: _____ Contact: _____
 Address: _____ Phone: _____
 Hours: _____ Email: _____ Website: _____

SOLOIST: Name: _____ Phone: _____
 Address: _____ Fee: _____ Due Date: _____
 Email: _____ Website: _____

ceremony formations Ceremony formations will vary greatly depending upon your religion, the formality of your wedding, and other necessary considerations. Shown below are two samples, which illustrate a basic formation and a sample processional and recessional order. Although formations can be confusing at times, your officiant will always be able to advise you on the proper requirements for your wedding.



RECEIVING LINE formations

The receiving line may occur immediately after the ceremony in the back of the church, or weather permitting, outside. You may choose to have it at the reception site. This is a time for all of your guests to express their congratulations and best wishes to you, as well as meeting your parents and friends.

Traditionally the reception host (the bride's mother) leads the reception line. Usually, the male attendants and child participants do not stand in the line. Each person should introduce themselves, and the person next to them in line if needed.

Following are some examples. You can use one of these, or do whatever best suits your situation.

