

Reservation Form for Non-Member Wedding at St. Paul's United Methodist Church, Houston

(please copy, sign, and FAX this form to 713-528-7748

or mail it to St. Paul's United Methodist Church, ATTN: Weddings 5501 Main, Houston, TX 77004)

As a non-member of St. Paul's United Methodist Church, Houston, I have read and agree to abide by the conditions set forth in the Weddings section of St. Paul's Website, www.stpaulshouston.org, including the "Additional General Information" and all of the policies. I further understand that it is the responsibility of the bride and groom to instruct the florist, photographer, videographer, and any non-staff musicians to adhere to the policies applicable to them.

Please review the points below, checking the boxes to indicate agreement, prior to signing this form.

- The wedding date will be placed on the church calendar only after this form is submitted with the initial deposit. Weddings scheduled by non-members will not be confirmed earlier than 180 days prior to the wedding; this allows priority to church members. However, non-member weddings may be scheduled with the Wedding Coordinator in advance of the 180-day period on a tentative basis. Deposits made prior to this time will secure a date from being given to another non-member couple.
- Confirmation requires that all deposits due have been received by St. Paul's.
- All payments are required to be made as prescribed in "Deposits and Fees" and are not refundable, unless otherwise stated.
- St. Paul's United Methodist Church, Houston, has both male and female clergy on its staff; therefore, the assigned minister may be a man or a woman.
- Alcohol is not allowed on the church premises, and smoking is not allowed within any of the church buildings. The officiating minister may refuse to perform a wedding at which a member of the wedding party is under the influence of alcohol. It is the responsibility of the bride and groom to see that all members of the wedding party are informed of this policy and adhere to it.

The wedding and rehearsal dates and times we have selected are as follows:

Wedding: Month, day, year, and time: _____

Rehearsal: Month, day, year, and time: _____

This form must be completed and signed below by both the bride and the groom.

Bride

Groom

Print name _____

Print name _____

Signature _____

Signature _____

Date _____

Date _____

e-mail _____

e-mail _____

Cell phone _____

Cell phone _____