



# Wedding Application

Please complete this form and mail it, along with a check for the reservation fee of **\$500**, made payable to **Koru Ceremony**. (*Koru is the subcontractor for Grace Church.*) Mail both to: Pat Werk, 226 N. Main St., Deerfield, WI 53531

Today's Date: \_\_\_\_\_

Rehearsal Date: \_\_\_\_\_

Wedding Date:

**NAME of BRIDE:** \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Email Address: \_\_\_\_\_

**NAME of GROOM:** \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Contact Person:** (*if different than above*) \_\_\_\_\_

Relationship: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

● Are you a non-Episcopalian interested in renting the church facility for your wedding?

Yes  No

● Is the bride, groom, parents or grandparents a member of Grace Church?

Yes  No (**NOTE:** See criteria for membership listed in the wedding handbook.)

● Is the bride or groom a member of another Episcopal Church?

Yes  No (**NOTE:** See criteria for membership listed in the wedding handbook.)

If yes, Name of Episcopal Church: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

● Name of officiant for ceremony: (*if known at this time*) \_\_\_\_\_

**To be Reserved:** (Mark all that apply)

- Chapel (for small intimate weddings) or  Sanctuary  
 Classroom (for Bridal Party) and  Choir Room (for Groomsmen)  
 Nursery (for babies, toddlers) and/or  Activity Bags (for young children)

**Equipment Desired:** (Mark all that apply)

- Organ  Piano  Sound System  Pew Candles (10)  White Ribbon & Tulle Bows (10)

**Altar Floral Arrangement:** (Mark your current intention)

- Personal dedication using your own florist; flowers to be left for Sunday Worship. (Your cost)  
 Your own florist provides custom arrangement which is transported to reception. (Your cost)  
 No altar arrangement desired.

**Rehearsal Time:** Typically, the evening prior to the wedding date. Plan for one hour:

Comments:

**Ceremony Time:** You may create your own 3.5-hour time block, beginning no earlier than 10:00 am. If you would like to use the church beyond the 3.5-hour time block, the cost is \$125 per each additional half hour, and must be arranged in advance.

**Our 3.5-hour Time Block:**

**Start time of Ceremony:**

(NOTE: Couples typically sandwich the start of the ceremony in the middle of the time block. For example, a 1:30-5:00 pm time block might have a ceremony at 3:00 pm. Things to take into consideration: dressing at the church or arriving already dressed plus photography before the ceremony, length of the ceremony, reception line at the church or at the reception, and formal photography after the ceremony.)

Comments:

Please tell us how you learned about Grace Church: \_\_\_\_\_

If you found us via the Internet, thru what website? \_\_\_\_\_

**Wedding Contract:**

*We, the bride and groom, have read the Grace Episcopal Church Wedding Handbook and agree to abide by all guidelines and policies as stated. If property damage occurs during the rehearsal or ceremony, we agree to remunerate the church for such damages. The undersigned agrees to hold Grace Episcopal Church harmless of any claims, losses or damage that result from activities during the rehearsal and/or ceremony by the undersigned, their guests and any other parties participating in the wedding.*

\_\_\_\_\_  
Bride's Signature

\_\_\_\_\_  
Groom's Signature

\_\_\_\_\_  
Date

★ Name and address for the refund of any or all of the damage deposit after the wedding:

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FOR OFFICE USE:

- Member of Grace  Madison Episcopalian  Anglican elsewhere  Non-Episcopalian