



St. Paul Baptist Church
119 Elm Street, Montclair, New Jersey 07042
WEDDING APPLICATION

Application Date: _____

Please Print Clearly

Bride's Name _____

Include street# apartment# and if applicable post office box

_____ city, state and zip code

Telephone (____) _____ day (____) _____ evening

Is bride a member of **St. Paul Baptist Church**? (____) yes (____)no

Groom's Name _____

Address _____

Include street # apartment # and if applicable post office box

_____ city, state, and zip code

Telephone (____) _____ day (____) _____ evening

Is the groom a member of **St. Paul Baptist Church**? (____) yes (____) no

Requested Wedding Date: _____

Include day of the week, date and year

Requested Wedding Time: _____

*The goal of our church is to provide a worship experience in which the sanctity
Of marriage can be emphasized; the joy of love can be expressed;
And the best wishes of friends and family can be affirmed.*

Worship • Service • Growth • Evangelism • Fellowship

Reverend Michael J. Cox, Pastor

Deacon Reginald T. Brown, Chairman-Trustee George Stanley-Chairman

Office-973.746.8338-Fax/973.746.2546-Website: www.stpaulbaptistnj.org

**REHEARSAL WILL TAKE PLACE THE FRIDAY BEFORE THE
WEDDING DATE
6:00PM UNTIL 7:00PM**

Minister Requested to Officiate: _____
(if other than the pastor of this church , please include church affiliation)

Organist Requested: _____

Please answer all information which applies to you

Note: all applicants requesting that the ceremony be performed by Pastor Cox, the pastor of St. Paul Baptist Church, must agree and submit to premarital counseling.

Is this your first Marriage? Bride: yes () no () Groom: yes() no ()

If no, please indicate how many times you have been married previously.

Bride: _____ Groom: _____

Do you have any children?

Bride: yes() no () If yes, how many? _____

Groom: yes() no () If yes, how many? _____

Application Stipulations:

All fees are due two (2) weeks prior to the rehearsal date.

There will be a 25% (additional) fee added to all fees after fifteen (15) minutes late start of wedding.

IN SUCH CASES- NO FEES WILL BE REFUNDED

Note: all donation on this application are refundable providing the applicant notifies this office no later than one (1) month prior to the scheduled wedding date.

DONATIONS:

	Tithing Member	Non-member
Use of the church sanctuary	(a) \$400.00	(b) \$850.00
Use of Billups Hall & Kitchen	150.00	300.00
Rehearsal Dinner		
Reception	500.00	750.00
Minister of Music	200.00	200.00
Soloist	100.00	100.00
Audio Visual/Musical Technicians/ Projector	100.00	100.00

Note:

Wedding fee itemization: (a) includes minister's fee; custodian; coordinator. (b) Includes minister's fee; custodian, coordinator, use of the building.

Billups Hall/Kitchen-rehearsal dinner and reception: (a) & (b) includes custodian's fee & use of designated space

ALL FEES SUBJECT TO CHANGE

Deposit Received (date) _____ (amount) \$ _____ Received by _____

Final Fees rec'd (date) _____ (amount) \$ _____ Received by _____

We request a Letter of Confirmation along with a copy of this application be sent to _____ bride _____ groom after all signatures have been obtained.

I understand and agree to the terms and stipulations on this application. I affirm that I have answered all information on this application truthfully, to the best of my knowledge. I also understand that the requirements of this application may change at any time and I am liable to act according to the changes.

Signature of the Bride (date)

Signature of the Groom (date)

Church approvals:

Chairman, Board of Deacons

Chairman, Board of Trustees

Reverend Michael J. Cox, Pastor

ST. PAUL BAPTIST CHURCH

WEDDING APPLICATION

Checklist

- Provide blank application to bride/groom for completion
 Ensure member/non member status is indicated
- Determine availability for requested wedding date/time (See church calendar)
- Advise of fees based on member/non member status (See page 2 of application)
- Advise bride/groom of approval process/timeframe
- Determine custodian availability*
- Acquire Trustee Chairperson approval signature*
- Acquire Deacon Chairperson approval signature*
- Acquire Pastor Cox approval signature*
- Notify Wedding Coordinator; provide copy of approved Application
- Provide copy of approved Application to bride/groom

*Contact bride/groom if approvals not secured