



# Sunnyvale First Baptist Church Wedding Needs Application



**Bride's Full Name:** \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Occupation: \_\_\_\_\_

First Marriage? Yes \_\_\_\_\_ No \_\_\_\_\_

If No: Widowed \_\_\_\_\_ Divorced \_\_\_\_\_

Sunnyvale FBC Church member? Yes \_\_\_\_\_ No \_\_\_\_\_

If No, Church Affiliation: \_\_\_\_\_

Address After Marriage: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Groom's Full Name:** \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Occupation: \_\_\_\_\_

First Marriage? Yes \_\_\_\_\_ No \_\_\_\_\_

If No: Widowed \_\_\_\_\_ Divorced \_\_\_\_\_

Sunnyvale FBC Church member? Yes \_\_\_\_\_ No \_\_\_\_\_

If No, Church Affiliation: \_\_\_\_\_

Have you completed or enrolled in the required Pre-Marital Counseling? Yes \_\_\_\_\_ No \_\_\_\_\_

(If no, this course must be completed prior to wedding ceremony)

How many guests (approximately) do you expect at your wedding? \_\_\_\_\_

Wedding Date \_\_\_\_\_ Time \_\_\_\_\_

Rehearsal Date \_\_\_\_\_ Time \_\_\_\_\_

Counseling Date \_\_\_\_\_ Time \_\_\_\_\_

Wedding Location \_\_\_\_\_

(Please include directions if off-site wedding) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Pastor \_\_\_\_\_

**We have read the Wedding Policy and Guidelines of Sunnyvale FBC and agree to comply with all that is written therein. (A \$100 nonrefundable security deposit is required with this application)**

**Bride's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Groom's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Date of Wedding: \_\_\_\_\_

Time of Wedding: \_\_\_\_\_

Bride: \_\_\_\_\_

Bride's Phone #: \_\_\_\_\_

## MUSIC WORKSHEET

This sheet with music tapes and/or CD's must be turned in to the Wedding Coordinator no later than 30 days prior to wedding date.

### Musical Selectoins:

Seating of the Grandmothers: \_\_\_\_\_

Seating of the Mothers: \_\_\_\_\_

Bridesmaid's Entrance: \_\_\_\_\_

Ringbearer's Entrance: \_\_\_\_\_

Flowergirl's Entrance: \_\_\_\_\_

Bride's Entrance: \_\_\_\_\_

Recessional: \_\_\_\_\_

### Special Selections:

Ceremony Que:

Selection:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organist \_\_\_\_\_

Phone Number: \_\_\_\_\_

Pianist \_\_\_\_\_

Phone Number: \_\_\_\_\_

Soloist \_\_\_\_\_

Phone Number: \_\_\_\_\_

Soloist \_\_\_\_\_

Phone Number: \_\_\_\_\_

Soloist \_\_\_\_\_

Phone Number: \_\_\_\_\_

Instrumentalist(s) \_\_\_\_\_

Phone Number: \_\_\_\_\_

Special Arrangements: \_\_\_\_\_  
\_\_\_\_\_

Date of Wedding: \_\_\_\_\_

Time of Wedding: \_\_\_\_\_

Bride: \_\_\_\_\_

Bride's Phone #: \_\_\_\_\_

## WEDDING CHECKLIST FOR FC SOUND TECHNICIANS

This sheet must be turned in to the Wedding Coordinator no later than 30 days prior to wedding date.

1. Number of ministers participating: \_\_\_\_\_
2. Names of ministers participating: \_\_\_\_\_
3. Songs that will be sung:

Name of Song (I.e. The Lord's Prayer)	Style (i.e., solo, trio...)	Location (i.e. near piano)	Accompaniment (i.e., track, piano...)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. Are there any speaking parts other than the minister and the vows? \_\_\_\_\_

If so:	Name of Participant	Location
	_____	_____
	_____	_____

5. Other helpful information (I.e. string quartet...)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Notes: If the singers want to rehearse, they should arrive at least an hour before the ceremony to practice.  
The sound technician will arrive up to 2 hours before the wedding to set up the items requested.  
SFBC will not supply any additional amplifiers beyond the normal use of the current sound system.

## WEDDING NEEDS

### FACILITIES

You are entitled to exclusive use of all the following church facilities you reserve. Facilities not reserved may be used by another group during your wedding. Be sure to reserve all the facilities you intend to use. Nursery or childcare facilities are not available.

\_\_\_\_\_ Bride's Dressing Area

\_\_\_\_\_ Men's Dressing Area

\_\_\_\_\_ Worship Center

\_\_\_\_\_ Fellowship Hall/Reception

\_\_\_\_\_ Chapel

\_\_\_\_\_ Fellowship Hall/Rehearsal Dinner\*\*

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### WEDDING PARTY/PERSONNEL:

Bridesmaids \_\_\_\_\_

Groomsmen \_\_\_\_\_

Ushers \_\_\_\_\_

Flower Girl \_\_\_\_\_

Ring Bearer \_\_\_\_\_

Candle Lighters \_\_\_\_\_

Organist \_\_\_\_\_ Pianist \_\_\_\_\_

Vocalist \_\_\_\_\_ Photographer \_\_\_\_\_

Caterer \_\_\_\_\_ Home/Bus. Phone \_\_\_\_\_

Florist \_\_\_\_\_ Home/Bus. Phone \_\_\_\_\_

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### EQUIPMENT:

Tables for Reception \_\_\_\_\_

\*\*Tables for Rehearsal Dinner \_\_\_\_\_

Chair for Reception \_\_\_\_\_

\*\*Chairs for Rehearsal Dinner \_\_\_\_\_

Guest Book table/podium \_\_\_\_\_

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### SOUND EQUIPMENT:

Microphones: Minister \_\_\_\_\_ Piano \_\_\_\_\_ Vocalist(s) \_\_\_\_\_ Other \_\_\_\_\_

CD/Tape Player \_\_\_\_\_ Audio Taping \_\_\_\_\_

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### TIME TO OPEN FACILITIES:

Rehearsal \_\_\_\_\_ Wedding \_\_\_\_\_

\*\*Rehearsal Dinner \_\_\_\_\_

For Caterer \_\_\_\_\_ For Florist \_\_\_\_\_