

Scottsdale Bible Church Wedding Worksheet

	<i>Wedding Information</i>	<i>Time or Contact Information</i>
<i>Wedding Date</i>		
<i>Rehearsal Date</i>		
<i>Location of Wedding</i>		
<i>Expected Attendance</i>		
<i>Pastor's Name</i>		
<i>Church Affiliation</i>		

	<i>Wedding Party Information</i>	<i>Contact Information</i>
<i>Bride</i>		
<i>Groom</i>		
<i>Bride's Parents</i>		
<i>Bride's Grandparents</i>		
<i>Groom's Parents</i>		
<i>Groom's Grandparents</i>		
<i>Maid/Matron of Honor</i>		
<i>Bridesmaids</i>		
<i>Best Man</i>		
<i>Groomsmen</i>		

	<i>Wedding Party Information</i>	<i>Contact Information</i>
<i>Ushers</i>		
<i>Ring Bearer</i>		
<i>Flower Girl</i>		

<i>Wedding Day</i>			
	<i>Name</i>	<i>Arrival Time</i>	<i>Contact & Special Instructions</i>
<i>Guest Book</i>			
<i>Gift Table</i>			
<i>Florist</i>			
<i>Organist</i>			
<i>Pianist</i>			
<i>Soloist</i>			
<i>Photographer</i>			
<i>Videographer</i>			

	<i>Bride</i>	<i>Groom</i>
<i>Dressing Room</i>		
<i>Arrival Time</i>		

	<i>Music</i>	<i>By whom</i>
<i>Processional</i>		
<i>Bride's Processional</i>		
<i>Recessional</i>		
<i>Solo</i>		
<i>Special Music</i>		

Scottsdale Bible Church providing:

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> Arch | <input type="checkbox"/> Aisle Candles | <input type="checkbox"/> Communion |
| <input type="checkbox"/> Candelabra | <input type="checkbox"/> Guest Book Stand | <input type="checkbox"/> Microphones |
| <input type="checkbox"/> Unity | <input type="checkbox"/> Kneeling Bench | # _____ Location(s) _____ |
| <input type="checkbox"/> Kneeling Bench | <input type="checkbox"/> Gift Table <input type="checkbox"/> 8ft. <input type="checkbox"/> 1/2 table | |

<i>Wedding Ceremony</i>			
	<i>Lighted by whom?</i>	<i>When?</i>	<i>Other</i>
<i>Candles</i>			
	<i>Number of Rows</i>	<i>Mother seated by whom?</i>	
<i>Bride's Family</i>			
<i>Groom's Family</i>			
<i>Who gives bride away?</i>			

	<i>Yes</i>	<i>No</i>
<i>Writing own vows?</i>		
<i>Memorizing?</i>		
<i>Receiving Line?</i>		
<i>Reception?</i>		
<i>All invited?</i>		

Where? _____

Order of Receiving Line:

Location of Reception:

Phone Number: _____

Other Information

Who will clean out Bride's room? _____

Who will clean out Groom's room? _____

Transportation worked out? _____

Will fathers greet guests? _____

Where will the mothers be? _____

Other family members for early pictures: _____

Those to be specially seated: _____

Are any flowers from the ceremony to be taken to the reception? Yes No

Which? _____ *By whom?* _____

Where to be placed at reception? _____

Bridesmaids' bouquets _____

Bride's bouquet _____

Tossing bouquet _____

Who will take the gifts? _____

Any equipment to be picked up by florist, caterer or party rental? _____

Details _____

Will there be snacks? Yes No *Who will bring?* _____

Served where? _____ *Who will clean up?* _____

Who will pick up audio CD of ceremony? _____

Guest book at reception? Yes No *Where?* _____

Pictures afterwards? Yes No *Procedure* _____

Signing of license to be photographed? Yes No

Rings to be where? _____

Other information? _____

Order of Service

