



# Wedding Facility Request

	First Name	Last Name	Home Phone	Work/Cell Phone
Bride				
Groom				

Bride  Bethel Member or  Attendee      Contact Email: \_\_\_\_\_  
 Groom  Bethel Member or  Attendee

## Dates & Details

	Day of Week	Date	Time	No. of Guests
Rehearsal				
Wedding Ceremony				

Wedding Location \_\_\_\_\_ Custodial \_\_\_\_\_  
 Officiating Pastor \_\_\_\_\_ Stage \_\_\_\_\_  
 Wedding Coordinator \_\_\_\_\_ Set Up/Tear Down \_\_\_\_\_  
 Sound Technician (Wedding) \_\_\_\_\_ w/Projection \_\_\_\_\_  
 Reception Location \_\_\_\_\_  
 Reception Coordinator \_\_\_\_\_ Custodial \_\_\_\_\_  
 Sound Technician (Reception) \_\_\_\_\_

## Wedding Fees

Auditorium/The Hub/Activity Center plus+  
 2 dressing rooms/Room for Rehearsal Dinner ..... No Fee

- Bethel Pastor ..... \$150  
*(this is a minimum recommended honorarium)*
- Wedding Coordinator ..... \$250
- Custodian ..... \$60
- Chair Set-Up ..... \$60  
*(For non-Auditorium wedding)*
- Chair Tear-Down ..... \$60  
*(For non-Auditorium wedding)*
- Sound Technician..... \$150
- Projection Technician..... \$75
- Stage Set-Up & Tear Down (The Hub, Desert View) ..... \$100
- Stage Set-Up & Tear Down (Auditorium) ..... \$200

## Reception Fees

- Reception Coordinator ..... \$250
- Custodian ..... \$60
- Chairs & Tables Set-up ..... \$60
- Chairs & Tables Tear Down ..... \$60
- Sound Technician..... \$100
- Projection Technician..... \$75
- Table cloth Rental (per tablecloth) ..... \$5
- Deposit (Refundable) ..... \$500

## Payment for Wedding Services:

\$ \_\_\_\_\_ Total Deposit Rcvd on \_\_\_\_\_  
 \$ \_\_\_\_\_ Paid Date \_\_\_\_\_ Rcvd on \_\_\_\_\_  
 \$ \_\_\_\_\_ Paid Date \_\_\_\_\_ Rcvd on \_\_\_\_\_

## Bethel Wedding Policy

All couples being married at Bethel must **attend & finish** pre-marital counseling and the Pre-Marriage Course.

**This facility reservation may be cancelled if these requirements are not met.**

By signing this document you are agreeing to the terms and conditions set forth in the "Bethel Wedding Booklet"

\_\_\_\_\_ Date  
 Bride

\_\_\_\_\_ Date  
 Groom