

# PLANNING YOUR WEDDING

## BON AIR CHRISTIAN CHURCH

2071 Buford Road

Richmond, VA 23235

(804) 272-6228 Fax (804)330-0381 email:baccdoc@verizon.net



DATE OF WEDDING \_\_\_\_\_ TIME \_\_\_\_\_

DATE OF REHEARSAL \_\_\_\_\_ TIME \_\_\_\_\_

Name of Bride \_\_\_\_\_

Name of Groom \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (O) \_\_\_\_\_ (H) \_\_\_\_\_ (Cell) \_\_\_\_\_ E-mail \_\_\_\_\_

Date of Reservation \_\_\_\_\_ Member \_\_\_\_\_ Non-Member \_\_\_\_\_

Minister \_\_\_\_\_ E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Minister in good standing with the \_\_\_\_\_ denominaton serving at \_\_\_\_\_ Church

Organist/ Musician \_\_\_\_\_ E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Soloist \_\_\_\_\_ E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Reception \_\_\_\_\_

Date Fees Due \_\_\_\_\_ Date Fees Paid \_\_\_\_\_

Date Reservation Fee Received \_\_\_\_\_

Date Confirmation Letter Sent \_\_\_\_\_

Date Marriage License Received \_\_\_\_\_

### Fees:

Wedding \$400.00

Rehearsal \$125.00

Security Deposit \$100.00 This will be refunded if everything is left in good order.

Custodial Fee \$ 50.00

Minister \$300.00

Organist \$200.00 Additional fees may be added if the organist accompanies soloists or has additional solo songs to perform.

Fellowship Hall \$400.00 If additional time is needed there is a charge of \$75.00 per hour.

Hall Security Deposit \$100.00 This will be refunded if everything is left in good order.

Hall Custodial Fee \$ 50.00

*I have read the wedding guidelines for Bon Air Christian Church. I agree to abide by them. I will make every effort to ensure that my quests and vendors do likewise. I will be responsible for any damage caused by those involved in my rehearsal, wedding ceremony and/or use of the Fellowship Hall.*

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