

THE CHURCH OF ST MICHAEL & ALL ANGELS, BEACONSFIELD

Record for Service Arrangements

Date of Wedding or Blessing _____

Groom & Bride Names _____

Contact numbers _____ email _____

Priest to take the service _____

If previous marriage dissolved, documents seen?

This form is the reference for the service; it does echo the Order of service so for the structure of service please follow this order, and check with Vicar. (past service booklets can cause confusion)

First names you want to be called in the ceremony Bride Groom

Choreography:

Incoming music

1st Hymn

Readings 1..... read by

2..... read by

the address/talk usually comes between the readings.

Marriage

How to say promises Rings 1 or 2

Registration of the Marriage

Witnesses **FULL names** 1.....

2.....

Music while signing

2nd Hymn

Prayers

Own Prayer written..... sent to officiant

Other prayers

Usually ending with The Lords prayer version?

Final hymn

Outgoing Music

Any extra notes:

Any other music/readings?

Date of future meetings:

Rehearsal date/time

Printed Service Sheet

yes/no

Opening/closing sentence on service sheet?

Keep to order of service as above

The Team

Best Man Name

Chief Bridesmaid name

Bridesmaids/pageboys names

Ushers names (usually 3 male and female)

Organisation – planning fees please tell us asap

Fees:	Church and legal costs	Yes/No
	Full choir, organ and consultation	Yes/No
	Organ/ist only	Yes/No
	Soloist	Yes/No
	Heating	Yes/No

We will assume heating between October to April inclusive unless you tell us otherwise.

Flowers /own

Please note you must ring confirm your plans to the Vicar.

Photographer

Video recording

Have you done the arrangements for the Banns certificate from other parish?

If you require documents signed so you can apply for your passport in your married name please get the forms from the post office and bring them to the priest.

Other?

Access needed for wheelchair users?

Any specific seating plans

Notes: