

WEDDING CONFIRMATION FORM AND AGREEMENTS

HOLY GHOST PARISH, KNOXVILLE, TENNESSEE

Parish office: 865-522-2205, hgchurch@bellsouth.net

Wedding coordinator Joe Johnson: 865-696-0663, jjohn922@yahoo.com

Music director Mary Weaver: 865-437-8620, marymezzo@gmail.com

Your desired wedding date is not official and will not be added to the parish calendar until you fill out and return this form along with all applicable fees.

Contact wedding coordinator Joseph Johnson as early as possible: at least two months before the wedding.

Before you complete the process of planning the music for your wedding (both prelude and music during Mass), your selections **must be approved by the music director, Mary Weaver**, at least two months before the wedding. If you need help choosing the music, please contact her. The program, if any, for your wedding must be approved one month beforehand.

The parish organist has right of first refusal for all weddings. If he is not available for your wedding, we will help you find a qualified organist. Contact the music director for his phone number and email.

Please read our wedding guidelines booklet, Celebrating Your Wedding at Holy Ghost Church. It provides all the details you need and explains our policies on such topics as proper dress for the bridal party, music that is appropriate to sacramental celebrations, and use of our facilities. **Please sign and date the agreements on page 3. Returning this form signifies that you have read the parish's wedding policies and agree to observe them. Note that our policies are subject to change.**

Fees

Fee for church rental for non-parishioners, \$1,250. Make check out to Holy Ghost Parish.

Deposit for cleanup/damage, \$250 (fully refundable if spaces are cleaned and no damage sustained). Make check out to Holy Ghost Parish.

Fee for wedding coordinator/sound technician Joseph Johnson, \$250. Make check out to Mr. Johnson. Please coordinate with him regarding delivery of this payment, as he works independently of Holy Ghost Church.

Wedding date and time _____

Rehearsal date and time _____

Officiant _____

Affiliated with what parish? _____

City and state (if not local) _____

CONTACT INFORMATION

Full name of bride _____

Holy Ghost parishioner? _____ If not, where? _____

Street address _____

City _____ State _____ ZIP code _____

Phone _____

Email _____

Full name of groom _____

Holy Ghost parishioner? _____ If not, where? _____

Street address _____

City _____ State _____ ZIP code _____

Phone _____

Email _____

***Wedding planner or other representative**

Name _____

Phone _____

Email _____

Florist

Name _____

Phone _____

Email _____

***Photographer**

Name _____

Phone _____

Email _____

***Videographer**

Name _____

Phone _____

Email _____

**Must contact the wedding coordinator.*

AGREEMENTS

Please read the agreements listed below.

Initial each statement to indicate that you understand the parish's policies and agree to abide by them.

I _____ understand that the clothing worn by the bride and her attendants must be suitably modest and that the parish does not permit the bridal party to wear gowns that are lowcut, backless, or strapless.

I _____ agree to pay all appropriate fees to the parish, the organist and cantor (if any), and wedding coordinator by the due dates specified in the parish's wedding guidelines.

I _____ understand that the music chosen for my/our wedding, including the prelude, must be approved by the music director no later than two months before the wedding date and that secular music (including pop, country, opera, and showtunes) is not permitted. If a wedding program will be printed, it must be approved by the music director at least one month before the wedding.

I _____ understand that the use of flash photography is not permitted during the liturgy and that photographers may not go behind the church's altar rail.

I _____ understand that the consumption of alcohol is not permitted on the grounds of the church and agree that the entire wedding party will abide by this restriction.

Full name (please print)

Full name (please sign)

Date