

Date: _____

**New Britain Baptist Church
Building Usage - Wedding (Non Member)**

P.O. Box 5147, New Britain PA 18901
Phone: (215) 345-1535 Fax: (215) 345-4768

General Information

Bride

Groom

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Event Information

Ceremony

Rehearsal

Date: _____ Time: _____

Date: _____ Time: _____

Arrangements

We have made arrangements with your Pastor.
Rev. Marcia Bailey _____
 We will provide our own clergy.
Name/Phone: _____

We have made arrangements with your organist.
Marjorie Felton _____
 Your organist has approved the use of:
Name/Phone: _____

Cost:

General fee, \$550.00: includes Custodian Fees, Sound System Fees, etc.
Organist basic fee, \$125.00: not included in above costs. Our organist is given the first option to play for all weddings. If our organist is not available, we will help you contact an organist. If you wish to have your own organist play, our organist must approve. The bride and groom are responsible for making arrangements with our organist, Marjorie Felton (215-362-7210); the organist fee is to be paid directly to the organist.

Requirements:

All fees are to be paid in full upon approval of this request. The ceremony and rehearsal dates will be officially scheduled on the church calendar upon receipt of fees. Checks should be made payable to: New Britain Baptist Church. Couples wishing to be married by our Pastor are expected to make arrangements to attend at least three (3) pre-marital counseling sessions.

We do not have a center aisle or air conditioning in the building. Smoking (within the buildings), drinking of alcoholic beverages, and dancing are prohibited on the premises.

Signature of Bride

Signature of Groom

THIS PORTION TO BE COMPLETED BY TRUSTEE

Contact Person: _____
Phone: _____

*this person will be responsible for unlocking the church for rehearsal and ceremony.

_____ Above request approved.
_____ Above request not approved.