



St. Mark's Episcopal Church

12700 Hall Shop Road.

Highland, MD 20777

301-854-2304

StMarksHighland.org

Wedding Reservation Form

Wedding Date: _____

Time: _____

Rehearsal Date: _____

Time: _____

BRIDE

Name: _____

Address: _____

E-mail: _____

Daytime Phone: _____

Evening Phone: _____

GROOM

Name: _____

Address: _____

E-mail: _____

Daytime Phone: _____

Evening Phone: _____

Officiating Minister

Name: _____

Church: _____

Address: _____

Phone: _____

We are _____ are not _____ interested in using St. Mark's Parish Hall for our reception. Call the parish office at 301-854-2304 for details.

We are _____ are not _____ intending to use St. Mark's organist. If so, please be in touch with her directly and immediately if not, please see note on a bench fee under "Music" in the guidelines.

I have read the St. Mark's Church Wedding Guidelines and agree to abide by the guidelines and fee schedule contained therein.

Bride: _____

Date: _____

Groom: _____

Date: _____

To reserve the church for your wedding, this form should be completed, signed and returned to the above address along with your \$100.00 deposit. The date is NOT reserved until this deposit is made.

For office use only: Deposit: \$100; Balance due no later than one month prior to the wedding.				Fees for non-members: Church \$500.00 Rector (if applicable) \$400.00 Music Director \$250.00 Wedding Director: \$50.00
Date Due	Date Received	Check No.	Amount	
Deposit: <i>With this form</i>	_____	_____	_____	
Balance: _____	_____	_____	_____	
Date & Time flowers will be dropped off: _____				
Notes: _____				