Booking Form

Client Number _____   Date of Ceremony _____

Time of Ceremony

Type of Ceremony [ ] Marriage   [ ] Renewal of Vows   [ ] Commitment Ceremony

[ ] Naming   [ ] House Blessing   [ ] Other _____

1. **Client Details**

   Bride's Full Name _____

   Prefers _____

   Bride's Address _____

   _____

   Groom's Full Name _____

   Prefers _____

   Groom's Address _____

   _____

2. **Contact Numbers**

   Bride - Home _____   Bride – Mobile _____

   Bride's Email _____

   Groom – Home _____   Groom – Mobile _____

   Groom's Email _____

3. **Ceremony Details**

   Date of Ceremony _____   Venue _____

   Venue Address _____

   _____

   Start Time _____   Finish Time (est) _____

   Comments _____

HOW DID YOU FIND ME?

WHITE/YELLOW PAGES	REFERRED BY:	INTERNET	OTHER

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4. Witnesses Details

Witness 1's Full Name _____

Relationship to couple _____

Witness 1 Contact Number _____

Witness 2's Full Name _____

Relationship to couple _____

Witness 2 Contact Number _____

5. Ceremony Details

Number of Rings _____

Will Bride be given away? ☐ Yes ☐ No

If yes, who will give away? _____

Relationship to Bride _____

Entertainment? ☐ Yes ☐ No

Details of entertainment? _____

How many Guests? _____

_____

_____

6. Wedding Party Details

_____

Names of Bridesmaids 1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

6. Wedding Party Details - cont
Groomsmen

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. Interview Details
Date _____ Time _____

Address _____

_____

Ceremony Details

_____

8. Documents for IV

	Indicate if Bride has copy			*Indicate if Groom has copy*		
Birth Certificate	☐	Yes	☐ No	☐	Yes	☐ No
Death Certificate (if applic)	☐	Yes	☐ No	☐	Yes	☐ No

Divorce Papers   ☐ Yes   ☐ No   ☐ Yes   ☐ No

9. <u>Payment Details</u>

Price Quoted $ _____   Deposit Quoted $ _____

Deposit Due Date   _____   Balance Due Date   _____

Payment Options Discussed   ☐ Yes   ☐ No
Cash/Bank Deposit/Bpay/Cheque

Bank Account Details provided   ☐ Yes   ☐ No
Acct Name - XYZ   *BSB - 000000*   *Acct Number - 000000000*