

Wedding Check List

What to do first:

1. Check with church office about available date
2. Line up Highlands clergy
3. Set up counseling with clergy
4. \$500 Deposit turned into church office to secure the date

6 months out

- Wedding information form completed, signed, and returned to church office

5 months out

- Wedding director will contact you and set up a meeting with her and Choir master/organist

2 months out

- First draft of wedding bulletin to the church office

1 month out

- Remainders of fees are to be paid in full
- Photographer, videographer, and florist consent forms due in church office

10 days out

- Final draft of bulletin to the church office

1 day out

- Marriage license brought to the rehearsal



Highlands

UNITED METHODIST CHURCH

Love God & Serve Your Neighbor

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