

10/2022

**Wedding Intake Info**  
**Lutheran Church By The Lake**  
**McCormick, SC 29835**  
**864-391-3000**

Date of meeting \_\_\_\_\_

Date of Wedding \_\_\_\_\_ Time \_\_\_\_\_

Bride Name \_\_\_\_\_

Bride Date of Birth \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Bride Email \_\_\_\_\_

Bride Phone \_\_\_\_\_ Phone #2 \_\_\_\_\_

Bride Address  
\_\_\_\_\_  
\_\_\_\_\_

Bride Home Church \_\_\_\_\_

Pastor \_\_\_\_\_ Phone \_\_\_\_\_

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Groom Name \_\_\_\_\_

Groom Date of Birth \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Groom Email \_\_\_\_\_

Groom Phone \_\_\_\_\_ Phone #2 \_\_\_\_\_

Groom Address  
\_\_\_\_\_  
\_\_\_\_\_

Groom Home Church \_\_\_\_\_

Pastor \_\_\_\_\_ Phone \_\_\_\_\_

Planned Size of Wedding Party: Bridesmaids \_\_\_\_\_ Groomsmen \_\_\_\_\_

Flower Girl \_\_\_\_\_ Ring Bearer \_\_\_\_\_ Ushers \_\_\_\_\_

Mother of Bride Name \_\_\_\_\_

Father of Bride Name \_\_\_\_\_

Mother of Groom Name \_\_\_\_\_

Father of Groom Name \_\_\_\_\_

**Scriptures Chosen**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Hymns Chosen**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Florist \_\_\_\_\_ Phone \_\_\_\_\_

Photographer \_\_\_\_\_ Phone \_\_\_\_\_

Church Accompanist: Piano \_\_\_\_\_ Organ \_\_\_\_\_

**Additional Music (Vendors)**

\_\_\_\_\_  
\_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_ Phone \_\_\_\_\_

Pre-Marital Counseling Dates \_\_\_\_\_

SC License Presented \_\_\_\_\_ Date \_\_\_\_\_

## Reception Arrangements

Use of ARK \_\_\_\_\_ Times \_\_\_\_\_

Number of Guests \_\_\_\_\_

Caterer Name \_\_\_\_\_ Phone \_\_\_\_\_

Decorator Name \_\_\_\_\_ Phone \_\_\_\_\_

Use of Kitchen (Approved Caterer Only) YES \_\_\_ NO \_\_\_

Alcohol (Must Be Approved By Church Council) Wine \_\_\_\_\_ Beer \_\_\_\_\_

Must Provide Caterer Linens, Dishware, Flatware, etc. \_Initial \_\_\_\_\_

Music Arrangement \_\_\_\_\_

User provides technology equipment and operator - Initial \_\_\_\_\_

Insurance Certificate of Liability as stated in Rental Agreement Provided (LCBTL Sign)

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Rental Lease Agreement completed and submitted with Security Deposit: (LCBTL Sign\_

Deposit Amount \_\_\_\_\_ Check Number \_\_\_\_\_

LCBTL Signature: \_\_\_\_\_

Wedding Planner: Name : \_\_\_\_\_

Planner Email: \_\_\_\_\_

Planner Phone: \_\_\_\_\_ Phone #2 \_\_\_\_\_

Planner Address: Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Planner Signature \_\_\_\_\_

Bride Signature \_\_\_\_\_

Groom Signature \_\_\_\_\_