

Westminster Presbyterian Church
 3416 Woolworth Avenue, Omaha, NE 68105
 (402) 345-5423 E-mail westminsteromaha@msn.com

Church Use Contract for Weddings

Bride	Address
Phone	E-mail
Groom	Address
Phone	E-mail

Event Date & Time	
Rehearsal Date & Time	
Reception Hall Decorating Time	

Permission is granted to use the following areas of the church:

Sanctuary <input type="checkbox"/>	Library <input type="checkbox"/>	Church lawn <input type="checkbox"/>
Kiewit parlor <input type="checkbox"/>	Nursery <input type="checkbox"/>	Restrooms <input type="checkbox"/>
Fellowship Hall <input type="checkbox"/>	Auditorium <input type="checkbox"/>	Kitchen <input type="checkbox"/>

Fees	Amount Due	Date Paid	Check #
Church	\$1,100.00		
Pastor	\$ 275.00*		
Organist	\$ 200.00		
Reception	\$ 475.00		
Holiday	\$ 150.00		
Total Fees			
Deposit (non-refundable)	\$ 300.00		
Security Deposit (refundable)	\$ 300.00		
Total Due			

We the undersigned grant Westminster Presbyterian Church right to use and incorporate, in whole or part, photographs taken of us in relationship to our wedding, without further consideration and/or compensation.
 Bride's signature _____ Groom's signature _____

- **Both deposits (see above) required to reserve rehearsal and wedding dates.**
- **Balance** must be paid in full by _____ (one week prior to rehearsal date).
- Church furniture, decorations, etc. shall not be rearranged without prior approval.
- If there is damage to property or additional cleaning is required because the wedding party did not adequately clean up after the ceremony and/or reception, Session will retain the refundable deposit to cover the associated costs.
- The main sanctuary and balcony seat up to 400 guests. .
- There are 10 pews per side. The aisle is 5 feet wide and 49 ½ feet long with another 9 ½ feet up the steps and onto the worship platform.

* For counseling, rehearsal and wedding.

Bride's signature _____ Groom's signature _____

Date Session Approved _____