

**FIRST PRESBYTERIAN CHURCH**  
**859-623-5323**  
**WEDDING ARRANGEMENT INFORMATION**  
**AND FACILITY USAGE AGREEMENT**

Name of Bride: \_\_\_\_\_

Name of Groom: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

Requested Date/Time of Rehearsal: \_\_\_\_\_

Requested Date/Time of Wedding: \_\_\_\_\_

Florist \_\_\_\_\_

Photographer \_\_\_\_\_

Caterer (if you plan to use our kitchen) \_\_\_\_\_

When to open church for rehearsal \_\_\_\_\_

When to open church for wedding \_\_\_\_\_

We hereby agree to the terms and conditions of using First Presbyterian Church's facilities for our wedding. We understand that all fees must be paid before the wedding, and if any other charges result, we agree to pay them promptly afterward.

\_\_\_\_\_  
Signature of Bride/Groom

\_\_\_\_\_  
Signature of Church Official

**Please return to:**

First Presbyterian Church  
P O BOX 165  
Richmond, KY 40476-0165