

WEDDING CHECKLIST

Pulaski Heights United Methodist Church

1. Meet with wedding secretary:
 - a. determine available dates for wedding
 - b. receive *"Wedding Policy and Guide Booklet"*
2. Fill out wedding information sheet & register for Pre-Marital Workshop.
3. Read *"Wedding Policy and Guide Booklet"*
4. Meet with a Pulaski Heights UMC pastor:
 1. to place your wedding on the church calendar and return information sheet Date_____
 2. to plan worship service Date_____
 3. to finalize plans Date_____
5. Meet with the wedding director Date_____
Phone 664-3600 (at least 4 weeks before wedding)
6. Meet with the organist to plan music Date_____
Phone 664-3600 (at least 6 weeks before wedding)
7. Schedule PHUMC TV for video tape* Date_____
Phone 664-3600 (at least 6 weeks before wedding)
8. Consult with wedding secretary to plan printed bulletin Date_____ (at least 3 weeks before wedding)
9. Schedule with caterer, if reception is to be at church Date_____
10. Attend Pre-Marital Workshop Date_____
11. Pay wedding fees Date_____ (two weeks before wedding)

* optional