



Please attach recent passport size photo.  (Groom)	Please attach recent passport size photo.  (Bride)
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# Wedding Application Form

- **Wedding Application is processed based on a first come, first served basis once wedding calendar is opened.**
- **The Church will only begin accepting and processing wedding applications on 1 March for the next calendar year.**
- **The cut-off dates for wedding applications will be 4 months prior to wedding date.**

1. **Date of Wedding:** \_\_\_\_\_ (dd/mm/yyyy)
2.  **Solemnisation of Marriage** OR  **Blessing of Marriage** (please submit Certificate of Marriage for verification)
3. **Wedding Venue:**  
**Wesley Methodist Church** (Sanctuary & Atrium – standing reception):  **10am** OR  **2pm**  
 Optional Wedding Reception Venue (subject to availability)  Side Courtyard (standing reception)  The Plaza Rooftop  
**OR**  
**External Venue:** \_\_\_\_\_ **Time:** \_\_\_\_\_
4. **Officiating Pastor:**  
 Preference: i) \_\_\_\_\_ ii) \_\_\_\_\_ iii) \_\_\_\_\_  
 Reasons to request for other Methodist Pastor: \_\_\_\_\_

**For Office Use only:**  
**Consent by Officiating/Solemnising Pastor:** \_\_\_\_\_ **Approved By:** \_\_\_\_\_

5. **Applicants' Personal Particulars:**

Particulars	Groom	Bride
Salutation and Name (as per NRIC)		
NRIC No		
Date of Birth (dd/mm/yyyy)		
Marital Status	Single / Divorced / Widowed / Married(ROM)	Single / Divorced / Widowed / Married(ROM)
Present Address		
Phone (H)		
(HP)		
Email Address		
Occupation		
Address after Marriage		
Religion		
Member of Wesley	Yes / No	Yes / No
Attending Service At	Sanctuary / Hall Time:	Sanctuary / Hall Time:
If not a Wesley member, which church are you a member?		
Name of Father		
Name of Mother		

6. **Marriage Preparation Class (MPC):**
- Attended** (Please attach MPC Certificate)
- Attending/Will be Attending:** \_\_\_\_\_ (please state the period & attach MPC receipt)
- Conducted by:  Wesley Methodist Church  Other Church/Organisation: (specify) \_\_\_\_\_

We have read the *Solemnisation or Blessing of Marriage Guidelines* and *Wedding Reception Form*. We undertake to abide to the rules and regulations stipulated in the *Solemnisation or Blessing of Marriage Guidelines* and *Wedding Reception Form* governing the use of Wesley Methodist Church (“the Church”) Sanctuary, Atrium, Side Courtyard and the Plaza Rooftop; and all other rules and regulations as set-up by the Church Property Management Committee from time to time for the use of the Church premises for Wedding ceremony, failing which the Church reserves the right to forfeit our deposit.

**Wesley Methodist Church is committed to safeguarding your personal information.**

In submitting this form, you agree and consent to the use of your information for wedding, church activities, programmes and services.

This is an official document for the Church records and verification related to government agencies. NRIC is required for accurately identifying the persons mentioned.

**Declaration:**

We declare that the details furnished above are true and correct.

\_\_\_\_\_  
Name & Signature of Groom

Date:

\_\_\_\_\_  
Name & Signature of Bride

Date:

**FOR OFFICE USE ONLY (Please do not complete this section)**

a) Date of Application Received : \_\_\_\_\_ Briefing Date/Time : \_\_\_\_\_

b) Confirmation email to couple : \_\_\_\_\_ Rehearsal : \_\_\_\_\_

c) Request from Applicants:

Unity Candle Stand  Keyboard  Organ  Piano  Montage  Songs  Guest Reception desk

Remarks:

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

Booked Sanctuary  Booked Atrium  Booked Side Courtyard  Booked The Plaza Rooftop

d) **Fixed Donations & Deposit Details:**

Fixed Donation	Member Rate	Non-Member Rate	Bank Transfer/PayNow	Remarks
Sanctuary & Atrium (standing reception)	\$1,300	\$2,900		
Side Courtyard (standing reception)	\$300	\$500		
The Plaza Rooftop (Max 25 round tables @ 10pax each table)	To be advised	To be advised		
Organist (Optional) Wedding day	\$100	\$150	Love gift of Hong Bao to pass to Organist directly on wedding day	
Rehearsal	\$50	\$50		
<b>Deposit</b>	\$1,000	\$1,000		<input type="checkbox"/> Refund <input type="checkbox"/> Forfeiture

e) **Confirmation and Reception into Membership (CARIM)**

Couple undertakes to complete the Baptism & Membership Class (BMC) and they will be received into Wesley Methodist Church.

I consent to the privilege to be extended to them.

Name and signature of pastor: \_\_\_\_\_