



Holy Matrimony
Contact Information for Service Providers
Revised July 5, 2013

WHAT IS THIS FOR?

On the day of the wedding, logistics can be difficult to manage. Having this information up front helps make sure we have the same expectations. For example, we need to make sure that someone is available to unlock the building if you're having flowers or other decorations delivered. Also, if someone doesn't show up when expected, having their telephone numbers is helpful.

This form should be returned to the Officiant at least a week ahead of the ceremony.

Name of Couple _____

Name of wedding planner _____

Telephone _____

Name of florist _____

Telephone _____

Florist can deliver and set up flowers at either of these times. Please indicate when we should expect them:

- During the rehearsal
- The morning of the ceremony. Please specify time: _____

What happens to the flowers after the ceremony?

- Leave them for the following Sunday (recommended for Saturday weddings)
- Florist will remove them after the ceremony

Name of photographer _____

Telephone _____

If the reception is at St. Margaret's Episcopal Church:

Name of caterer _____

Telephone _____