

**WEDDING APPLICATION**  
 Harvard Avenue Evangelical Free Church  
*Official Document*

Name \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Address \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

My occupation is \_\_\_\_\_

Sex:     M    F                      Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Single    Widowed    Divorced

If you are divorced, please give some information on your previous marriage(s) and the circumstances of your divorce (s). Please be as detailed as possible. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How long have you been attending Harvard Avenue EFC?

6 months or less    1 year    5 years    10 years or more

Does your fiancé attend Harvard Avenue EFC? Yes \_\_\_\_\_ No \_\_\_\_\_ If so, for how long?

6 months or less    1 year    5 years    10 years or more

I have been active in the following churches in the past:

YEARS INVOLVED	NAME OF CHURCH	LOCATION	MEMBER?	POSITION OF SERVICE

**FAMILY MEMBER INFORMATION**

Children:

First name                      Last name                      Birth Date                      Live w/you?                      Attend Harvard Ave?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## **Regulations for Weddings:**

1. No pastor outside the Harvard Avenue Evangelical Free Church staff may be used without the approval of Pastor Kevin Gushiken.
2. If guest organist/pianist is desired, the Wedding Coordinator must approve them.
3. Only Harvard Avenue Evangelical Free Church sound technicians are to operate the sound system.
4. Staples, tacks or nails are not to be used on pews or woodwork. Tape can only be used with approval. No fresh flowers used by flower girls – only dried flowers.
5. All decorations, flowers, etc. are subject to approval by the Wedding Coordinator.
6. Suitable protection must be provided for furniture, carpets, floors, etc. as directed by the Wedding Coordinator.
7. The sponsor will pay any damage to the building, furniture or equipment or special cleaning required.
8. Any undesignated rooms needing additional cleaning after this event will be billed at \$15.00 per hour, payable immediately upon receipt of invoice.
9. No smoking or alcoholic beverages permitted at any time on the church premises, including the outside grounds.
10. No rice, confetti or birdseed to be thrown inside the building.

Make all checks payable to Harvard Avenue Evangelical Free Church. Payment must be made thirty (30) days in advance of scheduled event.

***Harvard Avenue Evangelical Free Church***  
**206 W. St. Charles Road, Villa Park, IL 60181**  
**(630) 834-2650**

**Fees for Weddings and Receptions**

	<u>Member</u>	<u>Non-Member</u>
Use of church (wedding only)	No Charge	\$200
Use of church and hall for reception	No Charge	\$250
Custodian – ceremony (cleaning before and after)	\$75	\$75
Custodian – ceremony and hall	\$125	\$125

**Recommended Gifts for Church Staff and Helpers**

(The gifts recommendations are the same for members and non-members)

Pastor and Pre-Marital Counseling	\$200
Wedding Coordinator	\$125
Accompanist	\$75
Vocalist	\$75
Sound Technician	\$50