



Emmanuel Baptist Church

14 Hope Street

Ridgewood, NJ 07450 • Phone: 201-444-7300 • Fax: 201-444-7303 • Email: ebc1@verizon.net

Deposit Amt: \$300 Date Rcv'd: _____

BALANCE DUE 2 WEEKS PRIOR TO WEDDING

Balance Rcv'd: _____



APPLICATION FOR USE OF CHURCH SANCTUARY BY NON-MEMBERS FOR A WEDDING

Date submitted: _____

We hereby apply to the appropriate boards to use the sanctuary of Emmanuel Baptist Church, Ridgewood, NJ on the dates and the terms and conditions set forth herein:

Wedding Date: _____ Time: _____ EBC Pastor requested EBC organist requested

Estimated number of guests: _____ Rehearsal Date: _____ Rehearsal Time: _____ (1-1/2 hours)

Bride's Name _____

Groom's Name: _____

Address _____

Address: _____

Phone #: _____

Phone #: _____

Cell #: _____

Cell #: _____

Bride's Church: _____

Groom's Church: _____

Address: _____

Address: _____

Phone #: _____

Phone #: _____

Pastor: _____

Pastor: _____

Wedding Officiant: _____

Phone #: _____

Comments: _____

TERMS AND CONDITIONS

User is responsible for restoration of church facilities to pre-use condition. Breakage or missing items will be the responsibility of the user and/ or organization. One-half of room fee will be refunded if an event is cancelled after the event has been approved and calendared by the church. All of the facilities of Emmanuel Baptist Church are smoke-free, alcohol-free and drug-free premises.

Submitted to Deacons

Approved _____ Rejected _____

Signature _____ Date _____

Submitted to Trustees

Approved _____ Rejected _____

Signature _____ Date _____