

## Application Booking Form for a Wedding at Penlee Cluster

Date and time you would like the Marriage Service to take place

Are you related, or connected by marriage or civil partnership? If so, how?

Please tick box (or underline) as to which Church it will be in

St. Mary's, PZ     St. John's, PZ     St. Peter's, Newlyn     St. Pol de Leon, Paul

### The Groom

Full Name:

Also known as (or any previous name):

Nationality:

Groom's Tel. Numbers:

Groom's eMail:

Groom's address (at time of banns publication):

How long have you lived at the address?

Which is your parish church?

Groom's Occupation:

Date of Birth:

Age on date of Wedding:

Status: Single / Widower / Previous Marriage Dissolved (Divorced)

Have you been previously married in this or any other country?

If so, was the previous marriage terminated by death?

Groom's full Father's name / current or last occupation (retired? / step-parent? / deceased? ) :

Groom's full Mother's name / current or last occupation (retired? / step-parent? / deceased? ) :

## The Bride

Full Name:

Also known as (or any previous name):

Nationality:

Bride's Tel. Numbers:

Bride's eMail:

Bride's address (at time of banns publication):

How long have you lived at the address?

Which is your parish church?

Bride's Occupation:

Date of Birth:

Age on date of Wedding:

Status: Single / Widow / Previous Marriage Dissolved (Divorced)

Have you been previously married in this or any other country?

If so, was the previous marriage terminated by death?

Bride's full Father's name / current or last occupation (retired? / step-parent? / deceased? ) :

Bride's full Mother's name / current or last occupation (retired? / step-parent? / deceased? ) :

## **Declaration**

I hereby certify that to the best of my belief the answers to the above questions are correct.

I give permission for my data to be stored and shared with church officers and core staff in the cluster churches and the diocese for a period of up to 3 years

Yes  No

**Signature Groom**

**Signature Bride**

**Date Signature** \_\_\_\_\_

Please return this booking form to our Cluster Administrator, email:

[admin@penleecluster.org.uk](mailto:admin@penleecluster.org.uk)

[www.penleecluster.org.uk](http://www.penleecluster.org.uk)

Notes:

- Bookings are not confirmed until this form has been completed, returned, and approved by Penlee Cluster of Churches committee.
- Name of Priest can be changed due to unforeseen circumstances.
- Banns cannot be read prior to 3 months before the wedding date.
- Let us know if you are in the electoral roll of one of our churches.

We encourage you to come to church to listen to your Banns being read.

**Administration and Legal bits** (leave blank)

Name of the Anglican Vicar conducting your wedding service

Date of wedding planning event:

Name of Church wedding companion (wedding angel):

Date and time of Wedding Rehearsal:

Banns / License

License applied for: Yes/No

Received: Yes/No

Reading of Banns

Parishes banns need to be read or published?

- 1.
- 2.
- 3.

Dates of Calling Banns in our Parish:

Dates of Calling Banns in other Parishes:

Other information:

Name of Verger:

Name of Organist:

Bells Booked with:

Choir booked with:

### **ID Verification**

- I have seen both passports / birth certificates, and I have checked their full names and nationalities.
- I have seen the last 6 Bank Statements as proof of address (utility bills are no longer accepted), or 2 years of Council Tax bills.
- I have seen the Marriage and Death Certificate of a Widower/Widow.
- I have seen the original Decree(s) Absolute to confirm the previous marriage(s) were legally ended.

Name and Signature

Date

### **What is your connection to this Church?**

#### **Qualifications for Wedding at a Parish Church in Church of England**

##### **That one of you:**

- Has at any time lived in the parish for a period of at least 6 months **or**
- Was baptized in the parish concerned **or**
- Was prepared for confirmation in the parish **or**
- Has at any time regularly gone to normal church services in the parish church for a period of at least 6 months **or**

##### **That one of your parents, at any time after you were born:**

- Has lived in the parish for a period of at least 6 months **or**
- Has regularly gone to normal church services in the parish church for a period of at least 6 months **or**

##### **That one of your parents or grandparents:**

- Was married in the parish

### Service Preparation Details

(These sections are filled in during the year when you have thought it all out and with the help of the church wedding accompanier)

Approx. number of guests
Immediate family for reserved seats
<b>Music at your wedding</b> <ul style="list-style-type: none"><li>• Music when the bride enters:</li><li>• Music when the married couple leave the church:</li><li>• What music would you like during register signing?</li><li>• What Hymns do you want?<ol style="list-style-type: none"><li>1.</li><li>2.</li><li>3.</li></ol></li><li>• Name and contact details of organist responsible for your wedding (if not from Penlee Cluster)</li><li>• Other musicians/music group/ singers at your wedding</li></ul>
<b>Readings and poems at your wedding (at least one should be from the Bible)</b> <ul style="list-style-type: none"><li>• What reading have you chosen?<ol style="list-style-type: none"><li>1.</li><li>2.</li></ol></li><li>• Names of people doing the reading.</li></ul>
<b>Prayers at your wedding</b> <ul style="list-style-type: none"><li>• What prayers have you chosen for your wedding?</li><li>• Are there people you wish to be remembered in the prayers at your wedding?</li><li>• Do you wish to have a photographic loop playing at your wedding? (available at St. Pol de Leon, Paul)</li><li>• At what point in the service would you like the video played? (see notes)</li></ul>

**In Church and church grounds**

- Do you wish there to be a drinks reception after the service whilst photos are being taken?  
Yes/No
- Do you need coffee and tea served an hour before the service for guests travelling a distance?  
Yes/No
- Do you need colouring activity packs for children attending your wedding?  
Yes/No

**Bells at your wedding**

- Do you wish to have bells rung at your wedding (St. Mary PZ and Paul only)?  
Yes/No

**Choir at your wedding**

- Do you wish to have the Church Choir at your wedding (Paul only)?  
Yes/No

**Flowers at your wedding**

Name and contact details of people arranging flowers at your wedding

Date and time of flower arrangers coming into church

**Photographer at your wedding**

Name and contact details of the wedding photographer

**Order of Service**

Are you providing an order of Service?

Yes/No (please make sure it is proof read by the priest before printing)

**Information about people attending your wedding**

Best Man's name:

eMail:

Contact phone number:

Bridesmaids (please only give contact details for people over 18 year)

Names and contact details

Page boys

Name:

Witnesses (2)

Number of rings

Names the couple wish used in the marriage vows.