

WEST CHELTENHAM TEAM MINISTRY
 St Aidan & St Silas St Barnabas St Mark

Thank you for your Wedding enquiry

Please complete and return this form with deposit or banns fee to the church office (address overleaf). A £50 deposit is required with all wedding applications whilst the fee for reading banns only is £34. Please make cheques payable to 'West Cheltenham Team Ministry'. The wedding deposit will only be banked once the booking is confirmed.

WEDDING REQUEST ENQUIRY FORM (For Banns of marriage, Church Wedding Service and Service of Dedication after a Civil Ceremony)		
	Man	Woman
Your Full Name		
Your Address	(post code)	(post code)
Name of your Parish Church. You can check on www.achurchnearyou.com)		
Telephone		
(Reserve Address & Telephone – e.g. parents)		
Where do you want to get married?		
When would you like to get married?	Please put 3 times & dates (inc. year) in order of preference. Available timeslots are 11am, 1pm & 3pm. 1) 2) 3)	
Age at marriage		
Have you been married before? If so please state whether divorced or widowed		
Signature (and date)		

(Data Protection Act: this information will be kept in Church records, including on our computer).

Please read the notes overleaf before returning this form

Thank you for your Wedding enquiry

Please complete and return this form with deposit or Banns reading fee to:

**The Parish Administrator,
West Cheltenham Team Ministry Office,
St Mark,
Church Road,
St Mark's,
Cheltenham,
GL51 7AL**

**Tel: 01242 580022 (with answer phone)
Email: office.wctm@btconnect.com**

The office is usually staffed on weekday mornings during term times.
My usual office days are Tuesday and Thursday mornings.

If you are planning to get married in one of the West Cheltenham Team Ministry churches, then your application will be passed to a member of our clergy who will be in touch with you. They will arrange an initial meeting to agree a date and time. A formal confirmation letter will be sent as soon as we can. When a booking is confirmed your deposit will be banked. If you have any queries, please contact us.

If you are getting married elsewhere, and are asking us to read the Banns of Marriage, please make sure you put the full name of the church and parish the service will be carried out in and the date. Please could you send us a cheque with this form for the official "Banns Fee" (currently £34 for 2009, made payable to "West Cheltenham Team Ministry PCC". We will reply with details of when (and where) we will be reading your Banns, and when you will be able to collect your Banns Certificate.

Just occasionally we come across complications about arranging Church Weddings: if there are, don't panic! - However it is best to discover them as soon as possible! We are always ready to talk about things, and have usually been able to work through any problems in the past.

With all good wishes for your wedding preparations!