



DRUID HILLS BAPTIST CHURCH SANCTUARY WEDDING CONTRACT

1085 PONCE DE LEON AVE, NE, ATLANTA, GEORGIA, 30306
404.874.5721 WWW.DHBC.ORG

PLEASE SUBMIT THIS FORM WITH A \$350 NON-REFUNDABLE DEPOSIT TO SECURE THE DATE OF YOUR WEDDING

Bride's Name: _____ Groom's Name: _____

Wedding Date: _____ Time: _____

Length of Ceremony: _____ (hours) On-Site Reception? Yes No

Rehearsal Date: _____ Time: _____

Current Church Membership: _____

Contact Information:

Phone Number: _____ (home) _____ (cell)

Email address: _____ (Bride's) _____ (Groom's)

Current Address: _____

Rental Fees:

Non-Members/Members

- | | | |
|---|----------|----------|
| • Non-Refundable Deposit | \$350.00 | \$250.00 |
| • Rental Fee (due 3 weeks prior to event) | \$250.00 | \$50.00 |
| • Refundable Security Deposit
(due 3 weeks prior to event) | \$500.00 | ----- |

Mandatory Fees:

- | | | |
|---|----------|----------|
| • Event Security (required) | \$50.00 | \$50.00 |
| • Custodial Services | \$250.00 | \$250.00 |
| • Set-up and Break down of area | \$100.00 | \$100.00 |
| • Use of Sound System with
our Sound Manager | \$100.00 | \$100.00 |
| • Wedding Director Fee | \$250.00 | \$150.00 |

Optional Fees:

• Minister Honorarium	\$250.00	\$-----
• Use of Candles and Candelabras	\$40.00	\$-----
• Use of Kneeling Bench	\$50.00	\$-----
• Church Organist/Pianist Fee <i>*the church's musicians receive first preference</i>	\$250.00	\$250.00

Rental Total: _____

I have read and understand the wedding rental policies and procedures of Druid Hills Baptist Church and agree to abide by the standards within. I understand the fees required for the wedding. I understand that my security deposit is refundable after the wedding, provided no damage occurs, all policies are respected and I have returned the keys.

Signature of Person submitting application:

X _____ Date _____

For Office Use Only

Arrangements approved by:

X _____ Date _____

Initial Deposit paid? Yes No Date: _____

Additional Amount Owed: \$ _____

***Full payment plus refundable security deposit should be paid in full 3 weeks prior to the event. That date is: _____ Full Amount Paid? Yes No**

***Refundable security deposit should be returned no later than two weeks after the event.**

That date is: _____ Actual date returned: _____