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| **WEDDING BOOKING FORM** |

I wish to book a Wedding (Legal ceremony)  I wish to book a Wedding Blessing (I am/will be legally married)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Day and Date |  | Time |  | Chapel |  |

# Contact Details

|  |  |  |  |
| --- | --- | --- | --- |
| Bride |  | Groom |  |
| Email |  | Email |  |
| Mobile |  | Mobile |  |
| Denomination, if any |  | Denomination, if any |  |
| Eligibility Tick or Highlight | Alumni Student Staff Other | Eligibility Tick or Highlight | Alumni Student Staff Other |
| Office Use Only |  | Office Use Only |  |

|  |  |
| --- | --- |
| Main Contact Address  Street Town  Postcode |  |

# Ministers Details

*If you would like a University Chaplain to officate just write ‘University Chaplain’ in the name box and a member of our team will be appointed. Feel free to write your preference but note regrettably it cannot be guaranteed.*

|  |  |  |  |
| --- | --- | --- | --- |
| Ministers Name |  | Denomination |  |
| Email |  | Tel: |  |

Has either party been married before? *If yes, please attach a copy of the decree absolute.*   YES  NO

Do you require the University Organist *(included in wedding fee)* ?  YES  NO

Would you share flowers with other couples being married on the same day?  YES  NO

Have you booked your reception at University Lower and Upper College Hall?  YES  NO

*This form cannot be used to book your reception, you must do so directly. For Information only.*

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| Policy InformationWe reserve the right to share your contact details with all individuals associated with the arrangements of your wedding ceremony. This includes other couples who also wish to share flowers, if you have so indicated.We reserve the right to retain your contact information, electronically, for a period no longer than 6 years beyond  the date of your wedding, accessible by University Chaplaincy staff only. By submitting this booking form, you accept the above policies along with the payment and cancellation policies outlined in the Wedding Guidelines. <https://www.st-andrews.ac.uk/community/weddings/guidelines/> |
| Chaplaincy, 3 St Mary’s Place, St Andrews, Fife, KY16 9UY  T: 01334 462866 or 462492 E: chaplaincy@st-andrews.ac.uk |