WARTBURG COLLEGE CHAPEL
WEDDING RESERVATION FORM

Please complete this form and return it to:
Wartburg College Chapel
100 Wartburg Blvd.
Waverly, IA 50677

If you have any questions, contact Kathy Liddle:
Phone: (319) 352-8217
E-mail: kathy.liddle@wartburg.edu

WEDDING DATE: _____ TIME: _____ AM/PM

REHEARSAL DATE: _____ TIME: _____ AM/PM

- Starting Time of reservation: _____ AM/PM
- Ending Time of Reservation: _____ AM/PM
- Time Flowers/etc. will be Delivered: _____ AM/PM
- Time Pictures will be Taken: _____ AM/PM

BRIDE'S NAME _____

Address _____

Home/Cell Phone _____ E-mail Address _____

GROOM'S NAME _____

Address _____

Home/Cell Phone _____ E-mail Address _____

ADDRESS AFTER YOU ARE MARRIED _____

OFFICIATING MINISTER _____ Phone _____

ORGANIST _____ Phone _____

FLORIST _____ Phone _____

PHOTOGRAPHER _____ Phone _____

NUMBER OF GUESTS EXPECTED _____

NUMBER OF BRIDE'S ATTENDANTS _____ **NUMBER OF GROOM'S ATTENDANTS** _____

WHERE WILL THE REHEARSAL DINNER BE HELD _____

WHERE WILL THE WEDDING RECEPTION BE HELD _____

Wedding fees need to be paid in full at least one month prior to your wedding.

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- **Wartburg Chapel Rental Fee – $250** (Fee includes use of downstairs dressing rooms and custodial and related services.)
  Amount Paid: _____ Date Paid: _____ Check Number: _____

- **Wartburg Chapel Rental Fee for current Wartburg students, faculty, and staff – $100**
  Amount Paid: _____ Date Paid: _____ Check Number: _____

- **Chapel Commons Rental Fees: Wedding Reception — $100 OR Rehearsal Dinner — $50**
  Amount Paid: _____ Date Paid: _____ Check Number: _____

- **Non-refundable deposit – $50** (Amount will be deducted from rental fee. Must be paid within 30 days of making reservation.)
  Amount Paid: _____ Date Paid: _____ Check Number: _____

- **Damage Deposit – $100** (Please write a separate check. If no damages are incurred, check will be returned.)
  Amount Paid: _____ Date Paid: _____ Check Number: _____