



WEDDING RESERVATION REQUEST

Bride

Groom

Name	Name
Address	Address
City, State, ZIP	City, State, ZIP
Home/cell phone	Home/cell phone
Employer Work phone	Employer Work phone
Email	Email

Check all bride's affiliations that apply:

Check all groom's affiliations that apply:

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td><input type="checkbox"/></td><td>Current student Anticipated graduation year _____</td></tr> <tr><td><input type="checkbox"/></td><td>Former student Last year to attend PCC _____</td></tr> <tr><td><input type="checkbox"/></td><td>Alumni Graduation year _____</td></tr> <tr><td><input type="checkbox"/></td><td>Campus Church Member</td></tr> <tr><td><input type="checkbox"/></td><td>Faculty • Staff • Grad. Asst. (Circle one)</td></tr> <tr><td><input type="checkbox"/></td><td>No PCC or Campus Church Affiliation</td></tr> </table>	<input type="checkbox"/>	Current student Anticipated graduation year _____	<input type="checkbox"/>	Former student Last year to attend PCC _____	<input type="checkbox"/>	Alumni Graduation year _____	<input type="checkbox"/>	Campus Church Member	<input type="checkbox"/>	Faculty • Staff • Grad. Asst. (Circle one)	<input type="checkbox"/>	No PCC or Campus Church Affiliation	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td><input type="checkbox"/></td><td>Current student Anticipated graduation year _____</td></tr> <tr><td><input type="checkbox"/></td><td>Former student Last year to attend PCC _____</td></tr> <tr><td><input type="checkbox"/></td><td>Alumni Graduation year _____</td></tr> <tr><td><input type="checkbox"/></td><td>Campus Church Member</td></tr> <tr><td><input type="checkbox"/></td><td>Faculty • Staff • Grad. Asst. (Circle one)</td></tr> <tr><td><input type="checkbox"/></td><td>No PCC or Campus Church Affiliation</td></tr> </table>	<input type="checkbox"/>	Current student Anticipated graduation year _____	<input type="checkbox"/>	Former student Last year to attend PCC _____	<input type="checkbox"/>	Alumni Graduation year _____	<input type="checkbox"/>	Campus Church Member	<input type="checkbox"/>	Faculty • Staff • Grad. Asst. (Circle one)	<input type="checkbox"/>	No PCC or Campus Church Affiliation
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Please provide the information requested so our office may check availability of the facility. The Wedding Rental Coordinator will contact you regarding a tour of the facility and provide additional information regarding your rental.

Event Details	Check one <input type="checkbox"/> Wedding & Reception <input type="checkbox"/> Reception only <input type="checkbox"/> Ceremony only <input type="checkbox"/> Rehearsal Dinner only
First Choice Ceremony Date _____ Time _____ Rehearsal Date _____ Time _____ Rehearsal Dinner Date _____ Time _____ Estimated Attendance _____	Second Choice Ceremony Date _____ Time _____ Rehearsal Date _____ Time _____ Rehearsal Dinner Date _____ Time _____
Pastor Performing Ceremony Name _____ Church Name _____ Address _____ Pastor's affiliation to bride and/or groom _____	

Ceremony Locations (2-day rental) – Mark choice with a 1st, 2nd, or 3rd in blank

	Appr. Capacity	Fee
<input type="checkbox"/> Crowne Centre, Crawford Chapel (basic stage décor provided)	250	\$200
<input type="checkbox"/> Crowne Centre, Allen Chapel (basic stage décor provided)	250	\$200
<input type="checkbox"/> Mullenix Chapel (basic stage décor provided)	350	\$250
<input type="checkbox"/> Taylor Chapel (basic stage décor provided)	520	\$200

Reception Locations (2-day rental) – Mark choice with a 1st, 2nd, or 3rd in blank

<i>Outside catering permitted</i>		Approximate Capacity	Fee
	Mullenix Fellowship Hall	350 stand-up rcpt./150 sit-down meal	\$200
	Gathering Place Great Room	550 stand-up rcpt./300 sit-down meal	\$150
	Crowne Centre, Crawford Reception	75 stand-up rcpt./60 sit-down meal	\$150
	Crowne Centre, Allen Reception	75 stand-up rcpt./60 sit-down meal	\$150
<i>Special Events catering only.</i>		Approximate Capacity	Fee*
	Crowne Centre, Johnson Reception	250 stand-up rcpt. ONLY	\$250
	MacKenzie Great Hall C only	150 sit-down meal or stand-up rcpt.	\$350
	MacKenzie Great Hall B and C	300 sit-down meal or stand-up rcpt.	\$650
	MacKenzie Great Hall A, B, C	450 sit-down meal or stand-up rcpt.	\$950

*Rental fee only; Catering charges are additional (based upon food selection/count)

Camp o' the Pines (2-day rental) – Mark choice with a 1st, 2nd, or 3rd in blank

<i>Outside catering permitted</i>		Appr. Capacity	Fee
	Chapel, Rec Room, and Skillet (dining room only) – 2-day rental	300	\$450
	Professional Catering Fee if using Licensed Caterer (kitchen appliance access)		\$100

Rehearsal Dinner Locations (One day rental if wedding/reception in different facility)

Mark choice with a 1st, 2nd, or 3rd in blank

<i>Outside catering permitted</i>		Approximate Capacity	Fee
	Mullenix Fellowship Hall	150 sit-down meal	\$125
	Gathering Place Great Room	300 sit-down meal	\$100
	Crowne Centre, Crawford Reception	60 sit-down meal	\$100
	Crowne Centre, Allen Reception	60 sit-down meal	\$100
	Camp o' the Pines – Rec Room or Skillet (Select one)	275 sit-down meal (Skillet) 150 sit-down meal (Rec Room)	\$100

Please complete this request and send to Melody Moses, AC-3 or Facilities@campuschurch.com