

# Wedding Reservation

## Trinity Lutheran Church

1314 East Lexington Blvd, Eau Claire, WI 54701

Phone: 715-832-6601

Website: [www.trinity-ec.org](http://www.trinity-ec.org)

Email: [trinity@trinity-ec.org](mailto:trinity@trinity-ec.org)

|                         |                   |
|-------------------------|-------------------|
| Wedding Date:           | Wedding Time:     |
| Offsite Wedding: Yes/No | Place:            |
| Rehearsal Date:         | Rehearsal Time:   |
| Pastor Preference:      | Reservation Date: |
| Name:                   | Name:             |
| Address:                | Address:          |
| City, State, Zip:       | City, State, Zip: |
| Phone:                  | Phone:            |
| Email:                  | Email:            |

| Fees                | Amount         | Paid | Notes:                                                                                                 |
|---------------------|----------------|------|--------------------------------------------------------------------------------------------------------|
| Pastor              | \$250<br>\$300 |      | On-Site Member Fee<br>Non-Member Fee and All Off-Site Weddings                                         |
| Organist/Pianist    | \$200          |      | Includes one music consultation session with couple and rehearsals with soloist and/or instrumentalist |
| Soloist             | \$75           |      | Fee applicable if Trinity arranges soloist                                                             |
| Custodian           | \$125          |      | Required for all weddings at Trinity                                                                   |
| Wedding Coordinator | \$175          |      | Required for all weddings at Trinity                                                                   |
| Sound Technician    | \$75           |      | Required for all weddings at Trinity                                                                   |
| Building Rental     | \$500          |      | Due upon reservation and is non-refundable<br>*No fee for active Trinity Members                       |
| Nursery             | \$75           |      | Must be supervised by an adult at all times                                                            |

### Please Note:

You are responsible for mileage calculated at the current IRS rate and lodging for off-site weddings.

### For Office Use Only:

|                                       |                                       |
|---------------------------------------|---------------------------------------|
| Pastor:                               | Wedding Coordinator:                  |
| Custodian:                            | Sound Technician:                     |
| Pastor/Coordinator Notification Date: | Notification for License/Checks Date: |