

**Wedding Booking Form - 2019**



For the Marriage of .....

Date and time of wedding .....

Officiant Taking Service .....

Fees			Items Requested (please tick)	Balance Due
<b>Legal Fees payable to this church</b>	<b>DBF Fee</b>	<b>Church Fee</b>	✓	£
<b>Statutory fee for a basic Church of England wedding service, not including the banns fee This includes the church costs (Inc. lighting and administration)</b>	<b>£207</b>	<b>£248</b>		
<b>The marriage certificate</b>	-	<b>£4</b>		
<b>Reading of banns at this church</b>	-	<b>£30</b>		
<b>TOTAL</b>	<b>£201</b>	<b>£273</b>		<b>£474</b>
<b>OPTIONAL LOCAL FEES</b>				
<b>Church Heating</b>	-	<b>£</b>		
<b>Choir</b>	-	<b>£</b>		
<b>Flowers</b>	-	<b>£</b>		
<b>Video</b>	-	<b>£</b>		
<b>Bell Ringers</b>	-	<b>£</b>		
<b>Organist</b>	-	<b>£</b>		
<b>Support of a Verger</b> Vergers are optional but can make a real difference to the smooth running of your wedding. Ask your vicar how they can help	-	<b>£</b>		
<b>Other</b>	-	<b>£</b>		
<b>Other</b>	-	<b>£</b>		
<b>Copies of Marriage Certificate</b>	-	<b>£10</b>		
<b>TOTAL FEES PAYABLE</b>	<b>£</b>	<b>£</b>		

NB Couples who need to have additional banns readings at churches other than the marrying church should be advised of the statutory payment of £30 for reading the banns and £14 for the required banns certificate; a total of £44 payable to each church, other than the marrying church, which reads their banns. A banns certificate (and the associated fee) is not required from the marrying church.

If you are a couple due to get married and have completed this form yourself, please return it to the church where you are getting married.

If you are a vicar or church administrator with queries about this form, please write to [finance@lichfield.anglican.org](mailto:finance@lichfield.anglican.org)

Please attach any receipts of payment to this form. Financial Records such as receipt books should be kept for 6 years + the current year. The keeping of proper records for audit purposes remains vital