

Weddings
at FIRST METHODIST
Albany, Georgia

Reservation Request Form

You may return this form by fax to 229.439.9750 or mail to: Weddings at First Methodist, 307 Flint Avenue, Albany, GA 31701

Primary Contact Information

CONTACT PERSON _____ PHONE _____

ADDRESS _____

EMAIL _____

Is Bride, Groom, and/or Primary Contact for event a member of First Methodist of Albany? Yes No

Event Request

Please circle requests.

WEDDING CEREMONY ONLY

RECEPTION ONLY

WEDDING CEREMONY & RECEPTION

Event Details

Ceremony (if applicable)

DAY _____ DATE _____ DESIRED START TIME _____

Reception (if applicable)

DAY _____ DATE _____ APPROXIMATE START TIME _____

APPROXIMATE NUMBER OF GUESTS _____

Requested Chapel (5 hour window *)

- Walden Chapel (*seats approx. 175*)
- Main Sanctuary (*seats approx. 800*)
- Wilson Chapel, Kamp Kirksey (*seats approx. 80*)

*Additional time may be added to an event window for an additional fee

Rehearsal time requested _____

Rehearsals are scheduled

Requested Reception Hall (2 .5 hours window from start of ceremony*)

- Ford Hall
- Hawthorne Hall, Kamp Kirksey

Couple Information

BRIDE _____ GROOM _____

PHONE _____ PHONE _____

EMAIL _____ EMAIL _____

PARENT(S) _____ PARENT(S) _____

A reservation is not confirmed until a contract has been generated and signed and one half of the total event costs have been paid.

First United Methodist Church
307 Flint Avenue ♦ Albany, GA 31701 ♦ 229.432.7407