City Harvest Church

WEDDING REGISTRATION FORM (WRF)

*Wedding Registration Form must be submitted at least **six (6) months** prior to preferred wedding date. Exceptional circumstances should be accounted to Zone Supervisor/Zone Pastor.*
Photocopies of groom-to-be, bride-to-be and witnesses' ICs must be attached with the duly completed Wedding Registration Form. Incomplete form will be rejected.

SECTION A: Couples' Particulars

GROOM-TO-BE:

Attach a recent photograph (not more than 6 months)

Full ***NRIC*** Name (with ***Hanyu Pinyin*** name if any)

Nationality | NRIC No. | NRIC Color

Contact Numbers
Home | Office | Mobile | Email Address

Cell Group | Cell Group Leader | Zone Pastor or Zone Supervisor (ZS)

Groom-to-be's Signature | D D M M Y Y

BRIDE-TO-BE:

Attach a recent photograph (not more than 6 months)

Full ***NRIC*** Name (with ***Hanyu Pinyin*** name if any)

Nationality | NRIC No. | NRIC Color

Contact Numbers
Home | Office | Mobile | Email Address

Cell Group | Cell Group Leader | Zone Pastor or Zone Supervisor (ZS)

Bride-to-be's Signature | D D M M Y Y

Receipt of WRF by Cellgroup Leader (Name and Signature): | D D M M Y Y

Receipt of WRF by Zone Secretary / Supervisor (Name and Signature): | D D M M Y Y

City Harvest Church

WEDDING REGISTRATION FORM

No wedding will be held in CHC premises or conducted by CHC ministers on these occasions: (New Year's Day), (First three days of Chinese New Year), (Good Friday and Easter weekend), (Singapore Emerge Conference), (National Day) and (Last two weeks of December).

Confirmation of preferred date, time and venue will be notified by the Wedding Dept to the couple and wedding coordinator through email and phone call within two (2) weeks from receipt of the form.

Confirmation of CHC Solemnizer and/or Officiating Minister will be made to the couple and wedding coordinator within six (6) months from wedding date.

Confirmation of wedding rehearsal details by couple must be made at least two (2) months before wedding date to Wedding Dept and confirmed by the latter after Officiating Minister concurs within 2 weeks by email and phone call.

For Solemnization by CHC Solemnizer, couple has to complete the Solemnizer Consent Form and submitted to the Wedding Dept before filing for Notice of Marriage.

SECTION B: Please select the relevant ceremony and complete the necessary information

a) Solemnization / Signing of Marriage Certificate *only*

For Solemnization by CHC Solemnizer, couple has to complete the Solemnizer Consent Form and submitted to Wedding Dept before filing for Notice of Marriage.

Preferred Date & Time Of Commencement

* Preferred Date 1:	* Preferred Date 2:	* Preferred Date 3:
D D M M Y Y	D D M M Y Y	D D M M Y Y
Preferred Time 1:	Preferred Time 2:	Preferred Time 3:
(a.m./p.m.)	(a.m./p.m.)	(a.m./p.m.)

Venue

Request for Specific Solemnizer

Zone Pastor / Supervisor's Signature D D M M Y Y

b) Church Blessing / Wedding Service *only* (signing of marriage certificate completed **before** church blessing)

Submission of photocopied marriage certificate is necessary for Church Blessing only.

Preferred Date & Time Of Commencement

* Preferred Date 1:	* Preferred Date 2:	* Preferred Date 3:
D D M M Y Y	D D M M Y Y	D D M M Y Y
Preferred Time 1:	Preferred Time 2:	Preferred Time 3:
(a.m./p.m.)	(a.m./p.m.)	(a.m./p.m.)

Venue

Request for Specific Officiating Minister (Pastor)

Chinese Interpreter needed? Yes / No

Zone Pastor / Supervisor's Signature D D M M Y Y

c) Solemnization AND Church Blessing *together*

For Solemnization by CHC Solemnizer, couple has to complete the Solemnizer Consent Form (applicable to Solemnization outside the ROM) and submitted to Wedding Dept before filing for Notice of Marriage.

Preferred Date & Time Of Commencement

* Preferred Date 1:	* Preferred Date 2:	* Preferred Date 3:
D D M M Y Y	D D M M Y Y	D D M M Y Y
Preferred Time 1: (a.m./p.m.)	Preferred Time 2: (a.m./p.m.)	Preferred Time 3: (a.m./p.m.)

Venue

Request for Specific Officiating Minister (Pastor)

Chinese Interpreter needed? Yes / No

Zone Pastor / Supervisor's Signature D D M M Y Y

City Harvest Church Building Hall Charges for Wedding Ceremony

Roof Top Garden Only (Seats up to 100 people)

Payment of S$100.00 has to be made payable to City Harvest Church for the use of the Roof Top Garden for electrical, water and cleaning fees

Chinese Church Hall (Seats up to 350 people)

Payment of S$300.00 has to be made payable to City Harvest Church for the use of the Chinese Church Hall, Level 4 Cafe area, electrical, water and cleaning fees

Main Auditorium Hall (Seats up to 2000)

Payment of S$600.00 has to made payable to City Harvest Church for the use of the Main Hall, Level 4 Cafe area, electrical, water and cleaning fees

*An additional charge of S$100 for use of LED Board to screen video or power-point presentation. As we are using sophisticated equipment, only approved people from CHC's TV Ministry are allowed to operate the equipment

*Wedding service do not conflict with main English service timing

City Harvest Church

WEDDING REGISTRATION FORM

SECTION C: Witnesses' Particulars (applicable where Solemnization is involved)

Groom-to-be's Witness (21 years old and above):

Full ***NRIC*** Name (with ***Hanyu Pinyin*** name if any)

Nationality | NRIC No. | NRIC Color

Relationship to Groom-to-be

Bride-to-be's Witness (21 years old and above)**:**

Full ***NRIC*** Name (with ***Hanyu Pinyin*** name if any)

Nationality | NRIC No. | NRIC Color

Relationship to Bride-to-be

SECTION D: Wedding Coordinator's Particulars

Full ***NRIC*** Name (with ***Hanyu Pinyin*** name if any)

Contact Numbers

Home | Office | Mobile | Email Address

SECTION E: For Official Use Only

Form received by Wedding Dept. (Signature and Name of Staff) D D M M Y Y

Confirmed Solemnizer (Signature and Name) D D M M Y Y

Confirmed Officiating Minister (Signature and Name) D D M M Y Y

SECTION F: For Official Use Only

Date of Rehearsal D D M M Y Y | Time of Rehearsal a.m. / p.m.

Confirmed Officiating Minister at rehearsal D D M M Y Y