WEDDING COORDINATOR WORKSHEET

Groom:	Phone			
Bride:	Phone			
Rehearsal Date:	Tim	ne:		
Presider:				
Time of Ceremony:				
Date of Ceremony:	Videotape:	Yes	No	
# of Expected Guests:				
Arrival Time at Church: _soonest, 2.5	hrs. before			
Time of Photographs	<u> </u>			
Mass orService				
Order of Procession down aisle:				
Altar Servers (optional)				
Presider				
Groom with parents:	Groom with Presider:			
Please list 1st in line to last in line				
Groomsmen:	Bridesmaids			
Best Man	Maid of Honor			
Flower Girl(s)	Ring Bearer			
Bride with father:	Bride with parents	Bride with parents:		

Parents of the Bride:	Parents of the Groom:
Personal Attendant(s)	
<u>Ushers</u> :	Gift Bearers:
Server: (optional) (need to be at rehearsal)	
Readers:	Communion Distributors: Plate
Musicians and Instruments:	