

Application for Use of St. Martin Church



1. Circle type of event: Marriage.....go to item #3
 Renewal of vows.....go to item #4

2. Date requested: _____ Time requested: _____

3. Information for a Marriage Ceremony

Bride's name: _____

Groom's name: _____

Bride's address: _____

Groom's address: _____

Bride's email address: _____

Groom's email address: _____

Bride's phone: _____

Groom's phone: _____

Rehearsal (optional) Date: _____ (No additional fee is required.)

Time: _____

Number of wedding guests: _____

List additional electrical appliances to be used during the event: _____

Church affiliation: _____

Officiating pastor: _____

Name of Pastor's church: _____

Church address: _____

Obtain a copy of Church Attendance Validation letter and mail to:

St. Paul Lutheran Church
181 South Santa Clara Avenue
New Braunfels, Texas 78130
Attention: St. Martin Committee

Upon receipt of the Church Attendance Validation letter and the \$200 deposit (at least three weeks prior to the event), the St. Martin Committee will review the application for use. If accepted, both bride and groom will be called and emailed.

The building rental fee of \$200 and the facility host fee of \$100 are also required.

Final payment must be paid 10 business days before the event.

For Church Use Only:

Date deposit received: _____

Check Number: _____

Date Church Attendance Letter received: _____

Date couple notified: _____

Date final payment is due: _____

Date final payment is received: _____

4. Information for Renewal of Vows

Wife's name: _____
Husband's name: _____
Couple's address: _____
Wife's email address: _____
Husband's email address: _____
Wife's phone: _____
Husband's phone: _____

Rehearsal day (optional): _____ Rehearsal time: _____

Number of guests: _____

Church affiliation: _____
Officiating pastor: _____
Name of Pastor's church: _____
Church address: _____

Obtain a copy of church attendance validation. Mail this letter to
St. Paul Lutheran Church
181 South Santa Clara Avenue
New Braunfels, Texas 78130
Attention: Patti MacDonald, St. Martin Church

Deposit of \$200 at least three weeks before the renewal of vows. This will not be cashed until the attendance letter from church has been received. Once the letter is received the St. Martin Committee will review the request to use Martin Church. If accepted, both husband and wife will be called and emailed. Please read the St. Martin Church Reservation Policy for return of deposit after the renewal of vows ceremony.

Date deposit received: _____ Check Number: _____
Date Church Attendance Letter received: _____ Date couple notified: _____

Final payment must be paid 10 business days before the renewal of vows. The building rental fee of \$200 and the facility host fee of \$100 are also required.

Date final payment is due: _____
Date final payment is received: _____

List additional electrical appliances to be used during the event: _____

For Church Use Only:

Date deposit received: _____ Check Number: _____
Date Church Attendance Letter received: _____ Date couple notified: _____

Date final payment is due: _____
Date final payment is received: _____

CHURCH FACILITY USAGE AND HOLD HARMLESS AGREEMENT

I/We the undersigned authorized representative(s) of _____ (hereafter the "Organization") of the city of _____, state of _____ shall be using the building and grounds of St. Martin Church, a property of St. Paul Lutheran Church, New Braunfels, Texas (hereafter the "Church") on the date(s) and for the purpose (hereafter referred to as the "Activity") as stated in the application.

I/We understand and agree that neither the Church, nor its trustees, employees, agents, and/or representatives may be held liable in any way for an occurrence in connection with the Activity which may result in injury, harm, or other damages to the undersigned or members of our organization and guests, invited or not. Rather, I/We agree that our Organization alone shall be responsible for any property damage, personal injury or death that may occur during our use of the premises.

As part of the consideration for being allowed to use your facility, building and grounds as well as all equipment and fixtures in the activity, I/we release the Church, its trustees, employees, agents, or representatives from any claim for damages, injury or death which may occur while participating in the Activity. I/We further agree to save and hold harmless the Church, its trustees, employees, agents, or representatives from any claim arising out of or participation in any form or fashion in the Activity.

I/We further state that I/we are authorized to sign this agreement; that I/we understand the terms herein are contractual and not mere recital; and that I/we have signed this document of my/our own free act and volition. I/We further state and acknowledge that I/we have fully informed ourselves of the content of this affirmation and release as well as the St. Martin Facility Use Guidelines by reading all before I/we are signing.

I/We have executed this Church Facility Usage and Hold Harmless Agreement this _____ day of _____, 20_____.

Applicant Couple

St. Paul Lutheran Church

By:
Wife's Signature _____

By:
Signature _____

Husband's Signature: _____

Title: _____