

Wedding Services provided  
by Rev. Stephen Prokop

Your wedding will be one of the most important events in your life. You will receive my suggestions and expertise of having performed over two hundred weddings to help you plan your special day.

- 1) Our initial meeting will help me know both of you and give me some idea of the kind of ceremony you are thinking of.
- 2) I will loan you a wedding ceremony planning book and paper form and post a personal electronic form (e-form) on the Internet so you may compose your wedding ceremony. You will proofread and approve every item of your ceremony. If you want to order a customized wedding ceremony book, the cost will be \$70 plus tax through Special Bindings. Otherwise I will use my book of ceremony texts, inserting your names appropriately.
- 3) We will be in continual phone/e-mail dialogue as needed until your wedding day.
- 4) We may do a follow-up meeting a week or two prior to your wedding to discuss wedding day details, return the loaned book, give me the marriage license and pay the balance of the honorarium. If a follow-up meeting is not needed, other arrangements will be made about the book, marriage license and honorarium.
- 5) Before the wedding, I strongly suggest a rehearsal with the wedding party, so everybody can familiarize themselves with what to do, where to stand, etc. We will also rehearse the vows and other things which you, as a couple, will do during the ceremony. It will be a fun time!

These wedding arrangements will be your responsibility:

- 1) Applying for, and obtaining, a marriage license from any Minnesota clerk of district court. ***You must have a valid marriage license for me to perform your wedding ceremony, unless you are already legally married.*** I will take possession of it prior to your wedding so nobody “forgets it” on your wedding day).
- 2) Arranging for the wedding site and paying the rental fee.
- 3) Providing musical accompaniment. The three of us can plan your ceremony in consultation with the musicians of your choice. Musicians will be paid directly by you.

For my services listed above, I ask for an honorarium of \$450-. Half of the honorarium will commit me to set the date for the ceremony and is non-refundable. The other half of the honorarium will be due one week before the wedding ceremony or at rehearsal. If the wedding/rehearsal location is outside the Twin Cities metro area, I ask for mileage both ways. If the location(s) is outside the Twin Cities metro area and more than 45 minute’s drive from my home, I also ask for traveling time at \$30 per hour both ways in addition to mileage both ways.

By filling in the information on the next page and the date at the bottom of this page, we all agreed to this.

Rev. Stephen Prokop  
2275 Benson Avenue  
St. Paul, MN 55116-3104

Date: \_\_\_\_\_, 2009

FAX 651-698-4420

Cell (651) 698-5569

Please fill out second page: BASIC INFORMATION

## Basic Information

Name of Bride:

Name of groom:

Date of wedding

Time of wedding

Location of wedding:

Time and date of rehearsal:

If I need to contact either/both of you, what phone numbers & e-mails

E-mail address I may send your e-form to?

Either of you have had previous marriage(s)? Whom & how many?

Any physical or mental conditions which might effect your marriage?

Bride's religious affiliation:

Groom's religious affiliation

How does Bride's parents feel about your marriage?

How does Groom's parents feel about your marriage?