

# REQUEST FOR RECEPTION FORM

## WESTSIDE CHURCH

15050 West Dodge Road – Omaha, NE

(402) 496-7833

Bride Name: \_\_\_\_\_ Member Yes/No

Groom: \_\_\_\_\_ Member Yes/ No

Reception date requested: \_\_\_\_\_

Expected Rehearsal attendance: \_\_\_\_\_

Reception Time Desired \_\_\_\_\_ Set Up Time Desired \_\_\_\_\_

Cater \_\_\_\_\_

Bride Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

Groom Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

Email - Bride \_\_\_\_\_ Groom \_\_\_\_\_

Big Room (up to 400 people)

Fellowship Hall (85 people)

Sound Technician Needed YES/NO

Media needed YES/NO

Round Tables \_\_\_\_\_

Rectangular Tables \_\_\_\_\_

Serving Tables \_\_\_\_\_

Kitchen Needed YES/NO