

Wedding Ceremony Checklist - Julie Furr, Officiant

BOOK JULIE AS YOUR OFFICIANT:

- Meet with Julie, either in person, by phone, or Zoom.
- Complete Booking Form at www.ncweddingsofdistinction.com on "For My Couples" page. Paper version available by request).
- Submit retainer (generally half of officiant fee) – can be cash, check, Venmo, CashApp, or Zelle

COMPLETE CEREMONY PLANNING FORM:

- Use page 5 of the Ceremony Planning document (emailed or given to you by Julie) to jot down elements/style of ceremony (Religious or Secular? Will you have readings? Other traditions? Who will present rings? How will you enter the ceremony?)
- Review and discuss vow options (use vow samples provided by Julie and/or explore others or decide to write your own.
- Discuss with DJ and/or venue your music and microphone options (officiant lapel mic often works best)
- Complete Ceremony Planning Form ONLINE: [Julie Furr Ceremony Planning Form](#)

EMAIL JULIE YOUR ANSWERS (Or complete [Words of Wisdom Form](#)) FOR HER "WORDS OF WISDOM"

(Usually completed without sharing answers with your partner.) [Download Questions Here](#)

- Bride/Partner 1 emails Julie at ncweddingsofdistinction@yahoo.com Or complete [Words of Wisdom Form](#)
- Groom/Partner 2 emails Julie at ncweddingsofdistinction@yahoo.com Or complete [Words of Wisdom Form](#)



APPLY FOR MARRIAGE LICENSE:

- Plan a day to go TOGETHER within 60 days of ceremony to any county Register of Deeds office.
- Designate a person who will give the documents to Julie AND two witnesses to sign your license (either at the rehearsal or when she arrives at the ceremony). Let Julie know who they are...she will do the signing either at the rehearsal or before the ceremony.

PAY REMAINING BALANCE:

- Pay via cash, check, Venmo (@Julie-Furr-1), CashApp (\$JulieFurr), or Zelle. Text or email Julie if you are unsure of your balance.

REVIEW AND CONFIRM CEREMONY DRAFT:

- Read over the custom ceremony draft (emailed by Julie), discussing and noting any possible changes or questions.
- Email Julie your feedback (within 5 days, if possible).
- Confirm final ceremony with Julie via email, text, or phone.

Communicate ANY additional changes as they arise, even after the final ceremony has been confirmed.

THE DAY BEFORE THE WEDDING:

- If Julie is attending the rehearsal, bring Marriage License to the rehearsal. If not, pack license with things to go to the venue.
- Prepare for transport to the venue any elements for ceremony such as Sand Pouring, Wine Box Ceremony, etc.

WEDDING DAY: ENJOY YOUR SPECIAL CEREMONY!

- RELAX! Remember to look at your partner (NOT Julie) during vows and ring exchange.

