E. ORDER FORM

Please fill in the form below and send it to me (Lin Blyth) at the address on the front of this leaflet as soon as possible. I or one of the team will contact you if any further information is required.

Name of Bride:_____

Date of Wedding:_____

Contact Tel/Mobile Nos:_____

Email Address:_____

Please tick the boxes for the arrangements you would like.

	LEFT HAND SIDE ALTAR	£65
	LECTERN	£65
	2 POLES OUTSIDE THE CHURCH DOOR	£45
	TOTAL	

The prices above include the flower arrangement, basins, oasis, ribbons and an administration fee.

F. YOUR ORDER

We advise that you take a copy of this order form so that you know what you have arranged for us to do.

G. PAYMENT

Payment for the flowers is either by CHEQUE, which should be made payable to: "St. Laurence's Church Flower Fund" and sent to Mrs Lin Blyth at 10 West Park Road Scalby, Scarborough. North Yorkshire YO13 0PX or by BANK TRANSFER. Please contact me if you require our bank details.

PAYMENT MUST BE RECEIVED AT LEAST 14 DAYS PRIOR to the wedding taking place via either payment method otherwise we can't place the order with our supplier.

I look forward to hearing from you soon.

Thank you.

Lin Blyth

Wedding Flowers

St Laurence's Church SCALBY

Church Website: www.stlaurencescalby.org.uk

CONTACT DETAILS FOR FLOWER TEAM

TEAM LEADER

Mrs Lin Blyth

10 West Park Road Scalby, Scarborough. North Yorkshire YO13 0PX

Tel: 01723 376012 email: linblyth2002@yahoo.co.uk

OTHER TEAM MEMBERS

Mrs Sue Truefitt Tel: 01723 374957 email: suetruefitt@hotmail.com

Mrs Helen Hartley Tel: 01723 362978 email: 17hartley@gmail.com

WHAT YOU NEED TO DO NEXT - CHECKLIST

1) Read this leaflet carefully and decide whether you want the church or your own florist/friends or relatives to arrange your flowers.

2) Inform Lin Blyth (see details above) **as soon as possible** whatever you decide as other flowers are required in church throughout the year.

3) If you wish the church to arrange your flowers please contact Lin Blyth with your choices and **also fill in the form** on the back of this leaflet and send it to her at the address above as confirmation of your order.

4) Please send your **cheque** payable to "St Laurence's Church Flower Fund" to Mrs Lin Blyth, 10 West Park Road Scalby, Scarborough. North Yorkshire YO13 0PX or you can pay by a **bank transfer** (contact Lin for details of our bank) and **NO LATER THAN 14 DAYS PRIOR TO THE WEDDING OR WE CANNOT ORDER YOUR FLOWERS AS WE ARE REQUIRED TO PAY OUR SUPPLIER**.

This leaflet is correct at the time of going to print and supersedes all previous editions of the 'Wedding Flowers' leaflet.

13th Edition - 2020

Choosing flowers for your church ceremony is simple and easy.
Consider the following points.

Whom do you want to arrange your flowers in church?

A. YOUR OWN FLORIST

You can ask the florist arranging your bouquet and buttonholes to come and decorate the church, or perhaps some relatives and/or friends.

1. If you choose your own florist, friends or relatives **please still contact me straight away as the church may require other flowers that same weekend.**
2. You also need to be aware that there may be other weddings on the same weekend as yours and all couples in this situation may wish to consider co-ordinating florists and sharing the costs.
3. If you have your own florist/s you may wish to take all of your flowers to your reception. If so, you will need to remember to organise their removal and agree who will take which arrangements if there is another wedding.

B. THE CHURCH ARRANGERS

We are able to arrange a small selection of flowers for you.
If you decide that you want the church team to arrange your flowers:

1. We are happy to arrange flowers at the altar, lectern and on the 2 poles outside the church as you come in. These will be in white and cream with greenery. This provides a classical setting for your wedding. Please see the prices on the order form on page 4 and our website to see a map showing the flower positions in the church.
2. If we arrange your flowers we are happy for you to take them to your reception except for the arrangement at the altar which we would like to keep for our Sunday services.
3. If you wish to have more than the 3 arrangements above (e.g. perhaps at the pulpit, the font top, windowsills or another arrangement at the other side of the altar) then it will be better for you to instruct your own florist to decorate the church for you so that there is an overall consistency of style.
4. When there is more than one wedding during the same weekend, we may be able to provide the contact details of the other couple/s if they have completed the Data Protection forms and agree to their details being shared.
5. We don't arrange pew ends because we are only a small team of flower arrangers and the pew end arrangements are very time consuming. However, you are most welcome to ask a florist, family member or friend to arrange them and place them in church. They will require removing directly after the service. Please use ribbon, twine/string to attach to the pew ends.
6. You are very welcome to visit the church to look around before deciding on what you want. I am very happy to meet you there to discuss options. We also have a meeting in February/March to which all couples are invited so that we can discuss all matters about your wedding, including flowers, music, bells, the ceremony etc. The invitation will come via the Parish Administrator.
7. Once you have made your decision, **please give me a ring or email me** to put me in the picture or further discuss your ideas.

C. REGULAR CHURCH FLOWERS

If your wedding date is around Easter, Christmas, Harvest, Remembrance or any other church festival, then the church will have already provided flower arrangements which cannot be changed or moved.

Please also be aware that during Lent including Mothering Sunday weekend and Advent NO flower arrangements are placed in the church. However, we will accept flowers to be placed in the church for your wedding but they will need to be removed **directly** after the wedding service. You could take your flowers to the reception!
Please ask about the times of these festivals which do not always fall on the same date each year.

D. POLITE NOTICE

If someone other than one of the church flower team is arranging your flowers, we would be very grateful if you could ask them to use only ribbon, jute twine/string, raffia or something similar and **NOT** to use staple guns, sellotape, sticky pads, blu-tac, florist's green fixative or any other sticky agent to any of the pews or any other church furniture.
Any decorative material such as pew ends or other hangings, other than the agreed flower arrangements, should be removed directly after the wedding service by your ushers or groomsmen and taken to the reception.