

WEDDING ANNOUNCEMENT

The Ponca City News • Lifestyles Desk
300 North Third Street • P.O. Box 191 * Ponca City, OK 74602-0191
Telephone: (580) 765-3311 ext 139 • Fax (580) 765-7800
Web site: www.poncacitynews.com • E-mail: lifestyles@poncacitynews.com

Please read this page in its entirety before completing the form below

- *Please note, it is at the couple's discretion how much information is provided. We strive to include as much detail in the announcement as space permits.*
- **PLEASE CHECK NAME SPELLINGS CAREFULLY.**
- *If completing this form by hand, please type or print legibly in ink.*
- *If the couple does not reside in Ponca City or surrounding area, please provide information stating the connection or reason for publishing in The News; e.g., former residents, parents or grandparents reside here, etc.*
- *Names of family members related by marriage (such as a stepmother or stepfather) are welcome and can be included at the couple's discretion.*
- **DEADLINES:** *Much of the information requested on this form may be completed and saved to your desktop before the wedding takes place. It helps to ensure your information then arrives to The Ponca City News while it is still "news" after the wedding takes place.*

— *The date of the wedding will be included if information is received at The News within THREE MONTHS of the wedding ceremony. After that, the date will be omitted and the announcement information will be abbreviated.*

— *A photograph of the couple will be included with the published announcement if information is received within FOUR MONTHS of the wedding ceremony. After that, a photograph will not be published and the announcement will be abbreviated.*

• PHOTOGRAPHS:

— *Photographs submitted should be just of the couple and in good taste.*

— *For best publication results please provide a good quality photograph with a light to medium tone background. If submitting a jpg or other digital image, do not compress the image. File size should be as large as possible.*

— *You may submit a photograph either as an attachment to this e-mail or as a hard copy which we can scan and save. If submitting a print, please include a stamped, self-addressed envelope if you wish the photograph to be returned by mail to you.*

— *Professional photographers may e-mail a photograph of the couple to Lifestyles. Editorial policy restricts the publication of photographer's name if not a staff member of The Ponca City News.*

WEDDING ANNOUNCEMENT

Bride's full name including maiden name: _____

Address: _____ City: _____ State: _____

Groom's name: _____

Address: _____ City: _____ State: _____

BRIDE'S parents: (married ___) (divorced ___) (father deceased ___) (mother deceased ___)

Mother's name: _____ City: _____ State: _____

Father's name: _____ City: _____ State: _____

BRIDE'S grandparents (first and last names, city and state of residence and whether deceased)

GROOM'S parents: (married ___) (divorced ___) (father deceased ___) (mother deceased ___)

Mother's name: _____ City: _____ State: _____

Father's name: _____ City: _____ State: _____

GROOM'S grandparents (first and last names, city and state of residence and whether deceased)

Wedding Date: _____ Time: _____

Location, including name of site and city/state _____

Minister's Full Name and Title: _____

Double ___ or Single ___ Ring ceremony

Bride's colors and decorations at the ceremony's site:

Guest book attendant(s) including city and state and relationship to the couple:

Usher(s) including city, state and relationship to the couple:

MUSICAL PROGRAM

(If recorded music was played. This is for clarity, not necessarily for publication)

While Guests Were Seated

Title of song, name of composer _____

Performer's name and instrument played: _____

While Family Was Seated

Title of song, name of composer: _____

Performer's name and instrument played, if appropriate: _____

Bridal Party Processional:

Title of song, name of composer: _____

Performer's name and instrument played: _____

Bridal Processional:

Title of song, name of composer: _____

Performer's name and instrument played: _____

Sacred/Secular Music Played During the Ceremony:

Title of song, name of composer, and contribution to service: _____

Performer's name and instrument played, if appropriate: _____

Recessional:

Title of song, name of composer: _____

Performer's name and instrument played, if appropriate: _____

WEDDING ATTENDANTS:

Very important: please include city and state of residence and relationship to the couple

Candlelighter(s): _____

Reader(s): _____

Flowergirl(s): _____

Attire: _____

Ringbearer(s): _____

Attire: _____

Honor Attendant (please indicate if maid or matron of honor): _____

Description of gown, headdress and bouquet:

Bridesmaids/bridesmatrons: _____

Description of gown, headdress and bouquet, if different than honor attendant:

Best Man: _____

Groomsmen: _____

Description of attire:

Bridal ensemble including description of gown, veil or other headdress

Bouquet: _____

TRADITIONS:

Something old: _____

Something new: _____

Something borrowed: _____

Something blue: _____

Other family mementoes included or traditions observed (family Bible carried, piece of jewelry in bouquet, sixpence in shoe, etc.):

Sand ceremony, lighting of the unity candle or other symbolic ceremony observed?

RECEPTION

(Names of professional services will not be part of the published announcement. If a family member or friend provided a service as a gift to the couple, please indicate below)

Time _____ Place: _____

Hosts, including city and state of residence as well as relationship to couple:

Assisting with reception, including city and state of residence as well as relationship to couple:

Venue and table decorations:

Wedding Cake: _____

Groom's Cake: _____

Other refreshments (champagne or chocolate fountain, buffet, heavy hors d'oeuvres, seated dinner, etc.):

Special activities for guests (photo booth, DJ music, live music, slide show of couple, etc.):

Honeymoon: _____

Where couple has made their home: _____

Bride's occupation (business name, city and state, if applicable):

Groom's occupation (business name, city and state, if applicable):

Out-of-Town guests (include city and state): (Please note, these details will be included as space allows)

• Requested publication date: _____

Signed: _____

Daytime telephone: _____ Cell: _____

E-mail: _____

Please provide name and contact information of another person who can verify this information:

Name: _____

Address: _____

Daytime telephone: _____ Cell: _____

E-mail: _____