



**DIOCESE OF LAGOS**  
(ANGLICAN COMMUNION)  
**OUR SAVIOUR'S CHURCH, TBS, LAGOS**

CELEBRANT'S  PASSPORT
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**NOTICE OF EVENT**

1. Proposed Date of event: \_\_\_\_\_ Time: \_\_\_\_\_
2. Name of Celebrant: \_\_\_\_\_ Phone Number \_\_\_\_\_
3. Type of Event: \_\_\_\_\_
4. Are you a Communicant? YES / NO \_\_\_\_\_
5. Home Address: \_\_\_\_\_
6. (a) Are you a registered member of the Church?      YES       NO
- (b) If Yes, Provide your Church Dues of the minimum of ₦5,000 per individual Payment Receipt Number in the last two (2) years:  
     Last Year Receipt No: \_\_\_\_\_      This Year Receipt No: \_\_\_\_\_

**If you are yet to make payment for this year, kindly make payment into OUR SAVIOUR'S CHURCH, TBS (.....). Evidence of payment must be attached to this form at submission.**

7. (a) Are you inviting any Anglican Minister or Bishop? \_\_\_\_\_
- (b) If Yes, State Name: \_\_\_\_\_

**IMPORTANT INFORMATION TO NOTE**

- (a) Soft copy of the order of service must be obtained from the Vicar's Secretary only.
- (b) It is compulsory that you get the approval of the Vicar after the printer's layout and design before the final printing.
- (c) You must deliver all copies of your programme to the Church office latest 24 hours before the event.
- (d) Lateness to service will not be tolerated as the officiating ministers will not delay the commencement of the service.

**(e) There are two options of venue for your Wedding.**

- i. The Chapel (Small Church auditorium) is free to all registered members of the Church.**
- ii. The Main Sanctuary attracts non-refundable maintenance Fee, please consult the Vicar and the Admin. Manager.**

**This is to be paid into OUR SAVIOUR'S CHURCH, TBS (1012760579 Zenith Bank).**

Please attach the payment teller or other evidence of payment to this form at submission.

**For Funeral, Death Certificate must also be attached to this form at submission.**

**Ask for the list of Church needs and pick one or contribute towards one, as you come to the altar for thanksgiving.**

You are to ask for details of the welfare officer of the Choir and the Band so that you can book them if you desire. **Media logistics for basic media work is N20,000.**

I hereby promise to adhere to all these instructions as regards my special occasion service.

\_\_\_\_\_  
Celebrant's Name & Signature

**FOR OFFICE USE**  
**VICAR:**

**Approved**

**Not Approved**