



### Wedding Payment and Refund Policies

#### Wedding Deposit and Payment Information

50% of the Wedding Fee is due at contract signing; the remaining 50%, along with refundable damage deposit and any optional costs (additional musicians, programs, aisle markers, etc.) is due 30 days prior to the event. Late payments are subject to a \$100 late payment fee.

A \$500 damage deposit is required for all weddings. The deposit is refunded 30 days after the wedding date, barring no damage, failure to leave things clean, alcohol on the premises or overage in rehearsal or wedding time\*.

#### Wedding Refund Policy

If a wedding is cancelled, the following schedule will determine the refund, if applicable to the party who paid the fee:

If cancelled at least nine months prior:	100% of wedding deposit is refundable
If cancelled within six to nine months prior:	75% of wedding deposit is refundable
If cancelled within three to six months prior:	50% of wedding deposit is refundable
If cancelled within three months:	Deposit is non-refundable

Changes of Date do not constitute a cancellation, but are subject to a \$200 change fee.

I have read and accept the Wedding Payment and Refund Policies.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date of Wedding: \_\_\_\_\_

\* Overages in time are defined as an event starting more than 30 minutes late or lasting 30 minutes or longer than the reserved time. The amount of the deposit withheld will be determined by the length of time and the hourly rate of the service provider whose time is extended (i.e. security, musician, etc.)