

Payments may be made by credit card over the phone or by personal check or money order via mail. All final payments must be received 10 days prior to party date.

ADDITIONAL SERVICES: All services should be agreed upon at the time this contract is signed. Any services added will be billed at the rate of \$45.00 per hour. Weddings and Events By Kristin will make every effort to fit additional services into its schedule without jeopardizing any prior commitments. Should the client require additional services (i.e. decorating, making favors, centerpieces, etc.) which are not outlined in the initial agreement, Weddings and Events By Kristin shall receive a fee of \$ 45.00 per hour, plus expenses for the materials used, payable upon demand.

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LIABILITY: As a coordinator, Weddings and Events By Kristin is acting solely as an agent for the client. All vendor contracts will be signed by the client and the client is responsible for all payments in full. Although Weddings By Kristin provides coordination and referrals, each vendor is responsible for his or her own actions, so please read each contract carefully. Weddings and Events By Kristin does not accept responsibility for vendor cancellation if payments to vendors are not received in the time agreed to guarantee confirmation of such vendors. Weddings and Events By Kristin does not accept any monies from vendors. You cannot sue for more than your service's cost. If venue requires Weddings and Events by Kristin to have liability insurance an additional fee of between \$75 and \$125 will be added to your final total.

_____ Initials

DEVOTION OF TIME: Weddings and Events By Kristin shall devote such time to the performance of duties as outlined in the package client purchased as is reasonably necessary for a satisfactory performance.

ENTIRE AGREEMENT: This agreement supersedes any and all other agreements, whether oral or in writing, between the parties hereto with respect to the subject matter hereof, and no agreement, statement or promise relating to the subject matter of this agreement which is not contained herein shall be valid or binding. Weddings and Events By Kristin reserves the right to terminate this agreement if the relationship between the parties is not mutually satisfactory.

_____ Initials

SUCCESSORS AND ASSIGNS: This agreement shall be binding on the heirs, executors, administrators, successors and assigns of the respective parties.

ATTORNEY'S FEES: If any action at law or in equity is brought to enforce or interpret the provisions of this agreement, the prevailing party shall be entitled to reasonable attorney's fees in addition to any other relief which said party may be entitled.

CANCELLATION POLICY: Either party may terminate this agreement, with or without cause, by giving the other party written notice thirty days prior to the termination. The coordinator shall cease to work on the termination date and shall not incur further expenses in connection with the services. The client shall pay for all services rendered up to the termination date. Deposits are non-refundable.