The Tattooed Officiant

 Heather L Hargrove

 719.216.6857 | thetattooedofficiant@gmail.com

www.thetattooedofficiant.com

Wedding Ceremony Contract & Agreement

This Agreement dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20 \_\_\_\_\_\_\_\_\_ by and between Heather L Hargrove (hereinafter called the **Officiant**) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_&

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereinafter called the **Couple**) agree as follows:

1. The **Officiant** shall perform a marriage ceremony for the **Couple** on the \_\_\_\_\_\_\_\_\_\_ day of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (time of day) at

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(facility) located at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

1. The **Officiant** warrants that she is a professional Officiant; recognized as a legally ordained minister; fully qualified to officiate at weddings in the State of Colorado.
2. The **Officiant** will provide the following services for the fee of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ under the terms of this agreement. All additional services as listed below are discretionary to the **Couple** and must be agreed to and payment is due at the rehearsal or if no rehearsal, prior to the service.
3. The **Officiant** will work with the **Couple** by e-mail, telephone or in person to allow them to prepare or choose their custom service. **Officiant** has sample services available for the **Couple** or the **Couple** may choose to modify the samples, create a ceremony or use one of their own choosing. The **Officiant** reserves the right to refuse any service that she is not comfortable performing, at which time a refund may be made to the **Couple**.
4. The **Officiant** shall arrive at the wedding location approximately 15-30 minutes prior to the time of the scheduled service.
	1. **Officiant** is prepared to dress in the manner that suits the style of your wedding, provided it allows her to present a dignified image in keeping with the character of the rite of matrimony.
	2. **Service includes travel within El Paso County, (if additional travel is required it will be billed at $0.54/mile); the ceremony itself and the signing of the license**
	3. An agreed upon date prior to the ceremony for rehearsal will be billed at $50 per hour.
	4. Attendance at pre and post wedding activities for blessings and prayer are dependent upon the availability of the **Officiant**.
5. In the event that the scheduled **Officiant** is unable to perform the **Couple’s** wedding ceremony due to illness, hospitalization, accident, transportation breakdown or other unforeseeable causes, she will make every attempt to notify the **Couple** and arrange for another ordained minister licensed and qualified to perform weddings in the State of Colorado. In such an event that no substitute is available, all monies paid by the Couple to the Officiant will be returned and the **Couple** hereby agrees that the **Officiant** will not be held liable for any damages (including punitive) due to the non-performance of the ceremony or function.
6. The **Officiant** gives permission to the **Couple** to use her likeness in any photographs, videos or other recording media in any manner for any purpose they wish. Likewise, the **Couple** gives permission to the **Officiant** to use her likeness in any photographs, videos or other media for marketing purposes.

In consideration for these services, the **Couple** agrees as follows:

1. The **Couple** understands that they must obtain a valid marriage license from the appropriate jurisdiction for which the ceremony will be performed and shall provide such valid marriage license to the **Officiant** to review and execute at the rehearsal or prior to the ceremony. **The Officiant cannot and will not perform a marriage ceremony without receiving the appropriate valid marriage license prior to the ceremony.**
2. Upon presenting a valid marriage license to the **Officiant**, the **Couple** will sign the official marriage certificate. **The responsibility of filing this certificate with the county clerk’s office is solely that of the Couple. The Couple is legally obligated to return the completed license to the County Clerk’s office where the License was obtained by the Couple before the 35 days is complete.**
3. **This agreement is valid for the wedding service for the place and date stated above. Any change to time, place or date must be agreed to in advance by the Officiant and may be subject to additional fees. The Couple realizes that the Officiant performs other ceremonies for other Couples and that excessive lateness or change in time can create a serious conflict in the Officiant’s schedule. If the Couple changes the time or date of the scheduled ceremony without the Officiant’s consent, the Officiant reserves the right to cancel the performance of the ceremony and shall in no way be held responsible or liable in any manner for such non-performance.**
4. To reserve the date, a non-refundable retainer fee of **$50** shall be remitted with this agreement to hold the date & time. The remaining balance is due prior to the ceremony. If the wedding falls on a holiday, 50% of the total fee will be collected as a retainer.
5. Fees are based upon the amount of service time agreed upon above**. LATE START TIME: IN THE EVENT THAT THE WEDDING STARTS MORE THAN 3O MIN LATE I CANNONT GUARANTEE THAT I AM ABLE TO STAY AND PERFORM YOUR CEREMONY DUE TO PRIOR COMMITMENTS. IN THE EVENT I CANNOT STAY THERE ARE NO REFUNDS.** the **Couple** agree to pay the Officiant **$50 per ½ hour** for all additional time. These additional fees are due and payable prior to the signing of the marriage license.
6. **CANCELATIONS: IN THE EVENT OF A CANCELATION, THERE ARE NO REFUNDS**. If you postpone or reschedule the retainer fee is applied to the new date if it is available. HOWEVER, if OFFICIANT is unavailable on your new date and/or time there will be no refund. There is a $25 fee if the date/time is changed within a week of the original date/time **OR IF I WAS NOT NOTIFIED BY CALL/TEXT/EMAIL.**
7. **DATE AND/OR TIME CHANGES:** IN THE EVENT OF A DATE/TIME CHANGE FOR YOUR WEDDING OR REHEARSAL. YOU MUST SUBMIT THE CHANGE IN WRITING VIA EMAIL TO thetattooedofficiant@gmail.com NO LATER THAN 1 WEEK PRIOR TO YOUR EVENT AND RECEIVE A CONFIRMATION FROM ME THAT IT WAS RECEIVED. If you do not receive a confirmation, please call me at 719-216-6857 to verify. I cannot guarantee my availability for your new date/time. If I am unavailable, I can recommend other officiants for you to use. The retainer fee is non-refundable.
8. The **Couple** accepts responsibility for purchasing items needed to perform the ceremony (unity candles, sand, roses, broom, etc.) unless previously stated.

This agreement and any attachments constitute the entire agreement between the parties and may not be modified except in writing signed by both parties. No other representatives or promises have been made except those that are set out in this agreement. If any part of this agreement is adjudged to be invalid, illegal, or unenforceable, the remaining parts shall not be affected and shall remain in full force and effect.

IN WITNESS HERE, the undersigned have executed this Wedding Ceremony Agreement as of the date stated above.

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Party 1 |   | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Party 2 |
|  |  |  |
| Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |   | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |   | email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |   | Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Heather L Hargrove, Officiant

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# FOR OFFICIANT’S USE ONLY

Officiant Fee $\_\_\_\_\_\_\_\_\_

Travel $\_\_\_\_\_\_\_\_\_\_

TOTAL $\_\_\_\_\_\_\_\_\_\_

RETAINER FEE COLLECTED $ 50

Balance Due $\_\_\_\_\_\_\_\_\_\_

Additional fees $\_\_\_\_\_\_\_\_\_\_