

## Wedding Ceremony Agreement & Contract

This Agreement, by and between Lara Burke (hereinafter called the Officiant), and \_\_\_\_\_ and \_\_\_\_\_,  
(Hereinafter called The Couple) agree as follows:

1. **Location.** The Officiant shall perform a marriage ceremony for The Couple on \_\_\_\_\_, 202\_\_\_\_,

Ceremony Location \_\_\_\_\_

Time: \_\_\_\_\_(specify AM or PM)

2. **Officiant Credentials.** The Officiant warrants that she is a professional Officiant; recognized as a legally ordained minister; fully qualified to officiate weddings in the State of New Jersey. Proof will be supplied to The Couple and/or Venue, if required.

3. **Base Fee.** The Officiant will charge an all-inclusive ceremony fee of \$425 plus additional expenses, where applicable (see Section 6). The Couple acknowledges that this fee is inclusive of customizations and revisions within a reasonable extent and subject to change if additional selections and customizations are excessive or last minute. The officiant will discuss all fees up front. Payment is due in full at the rehearsal or if no rehearsal, prior to the ceremony. NOTE: While the Officiant performs many types of ceremony add-ons such as unity candle lightings, sand ceremonies, handfasting, broom jumping, etc. at no additional charge, any props for such add-on elements are the responsibility of The Couple and must be purchased in advance at The Couple's expense.

#### 4. **Services included in the Base fee:**

a.) The Officiant will work with The Couple by e-mail, telephone or in person to craft a custom service. This allows The Couple to choose from a selection of pre-written wedding scripts that have been customized to The Couple's relationship, based on a series of questions the Officiant uses to get to know The Couple. If The Couple chooses to customize further, the officiant will provide additional sample scripts, vows, ring exchanges, readings, etc. for The Couple to mix, match and modify for their ceremony. 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.

- b.) The Officiant shall arrive at the wedding location approximately 30 minutes prior to the time of the scheduled service to set up and prepare.
- c.) The Officiant will dress in the manner that suits the style of your wedding. This will be a one that allows her to present a dignified image in keeping with the character of the right of matrimony. A religious shawl will be worn by request only. Costumes for the Officiant to wear for theme weddings must be provided and paid for by The Couple.
- d.) The performance of the ceremony and time needed for post-ceremonial photography (if desired)
- e.) Ensuring that the marriage certificate paperwork is accurately signed by The Officiant and witnesses then, within five days of the ceremony as required by NJ law, submit the paperwork to the municipality where the wedding took place.

#### **5. Additional Fees.**

- a.) Mileage: Considering recent gas prices, mileage will be charged at \$.50 per mile each way. This charge will be in addition to the \$425 ceremony fee.
- b.) Rehearsal: An optional rehearsal, at an agreed upon date prior to the ceremony will be an additional charge of \$100 plus applicable mileage. Rehearsals are recommended if you do not have a coordinator at your venue to organize your processional and recessional for you.
- c.) Extended wait time: If the wedding ceremony does not begin at the scheduled time, the officiant will provide a 45-minute grace period, understanding that sometimes unforeseen things occur that may cause minor delays. However, after 45 minutes there will be an additional charge of \$25 for every 15 minutes.

**6. Payment and Non-Refundable Retainer.** The Couple agrees to pay the Officiant the ceremony performance fee as determined by the ceremony customizations, as well as additional agreed upon services or travel expenses. To reserve the date, a Non-Refundable Retainer of \$100 shall be remitted with this agreement. Payments can be made in the form of cash, check, PayPal, Venmo or money order. The remaining balance is due prior to the ceremony and may be made by cash, Venmo, Paypal or Money Order. Checks will not be accepted less than five (5) business days of the ceremony.

**7. Responsibilities.** In consideration for these services, The Couple agrees as follows:

- a.) The Couple understands that they must obtain a valid marriage license from the

appropriate jurisdiction where they reside. If The Couple does not reside in NJ the marriage license must be obtained in the municipality where the ceremony is performed.

b.) The Couple shall provide the valid marriage license (4 copies) to the Officiant to review and execute with 2 witnesses over the age of 18. The Officiant cannot legally perform and will not perform a marriage ceremony without receiving the appropriate valid marriage license prior to the ceremony.

c.) The responsibility of filing this certificate with the appropriate registrar/clerk's office is solely that of the Officiant. The Officiant is legally obligated to return the completed license to the Clerk/Registrar of the township where the ceremony was performed within five (5) days of the wedding ceremony.

d.) This agreement is valid for the wedding service for the place and date stated in this contract. Any change to time, place or date must be agreed to in advance by the Officiant, must be in writing via an amended contract, and may be subject to additional fees.

e.) Whenever possible, The Officiant will only book one wedding in a day, unless there is significant time between ceremonies to account for unforeseen delays. If the Couple changes the time or date of the scheduled ceremony without the Officiant's consent, or if there are excessive delays that hinder getting to another ceremony on time, 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 nonperformance, and the retainer made by The Couple will be forfeited. If the Officiant and The Couple agree to postpone to a later date, mileage fees and an additional rescheduling fee of \$250 will apply.

f.) In the event that the scheduled Officiant is unable to perform The Couple's wedding ceremony due to illness, pandemic illness, hospitalization, accident, transportation breakdown or other unforeseeable causes, The Officiant will make every attempt to notify The Couple and attempt to arrange for another ordained minister licensed and qualified to perform weddings in the State of New Jersey. The expense of a replacement officiant will be the responsibility of The Couple. In such an event that no substitute is available, the officiant will perform the ceremony at a date prior to or after the reception with The Couple acknowledging that this will become the official date of the marriage. If there are no alternatives then all monies paid by The Couple, less the non-refundable deposit, to the Officiant will be returned and The Couple and 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.

f.) The Officiant will not perform a ceremony that violates COVID19 restrictions for her personal safety and that of The Couple and their guests.

**8. Permission to Use Likeness.** 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 their likeness in any photographs, videos or other media for marketing purposes. The Couple also agrees to the use of their first names to appear in conjunction with any media.

**9. Full Force and Effect.** 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 representations 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 parties who have signed and executed this Wedding Ceremony Agreement as of the date stated hereon.

Fiancé 1 \_\_\_\_\_ Date \_\_\_\_\_ Print  
Name \_\_\_\_\_

Fiancé 2 \_\_\_\_\_ Date \_\_\_\_\_ Print  
Name \_\_\_\_\_

Officiant \_\_\_\_\_ Date \_\_\_\_\_ Print  
Name \_\_\_\_\_

Deposit date: \_\_\_\_\_ Amount: \_\_\_\_\_ Via: \_\_\_\_\_

Balance due: \_\_\_\_\_