**About Us**

Duke City Ministries is run by Albuquerque natives, husband and wife, Mike and Kate Otzenberger. Duke City Ministries specializes in officiation of wedding ceremonies and day of the wedding coordination services in Albuquerque, Rio Rancho and Santa Fe, New Mexico. We understand that planning a wedding can be stressful, involve long days and late-night googling sessions. We are here to help you create the ceremony of your dreams with a personalized approach. Our goal is to allow you to enjoy your wedding day, focused on your spouse, without worry for the details. We have made our price and service list transparent and easy to understand making it easy to know what we can offer you for your wedding day.

Our officiant, Mike Otzenberger, is an Albuquerque native, with ten years of public speaking experience and five years of officiation experience. Mike became a minister to officiate the wedding of two close, long time friends as a favor. Mike enjoyed facilitating such a special moment for this couple and got rave reviews. Friends and family started recommending him or requesting his services for their own weddings. In 2021, Mike and his wife Kate decided to make it official and started Duke City Ministries.

Kate Otzenberger, our day of coordinator, is organized, detail oriented and has over eight years of party planning and wedding coordination experience. Having planned and organized large parties and weddings, Kate understands how to bring your vision to life and help take the stress away. She takes on each event as a unique challenge and thrives on the day of energy and excitement. Allow her to take on the stress and worry of your big day with Duke City Ministries Day of wedding coordination services.

We look forward to the opportunity to help bring your big day to life and offer several packages to fit any wedding venue, wedding size, or time frame. Please feel free to contact us with any questions you have about our services or for availability requests. We wish you happy wedding planning!

**Services & Price List**

Roadrunner Ceremony Package: $200 + tax

This is the simple, quick and affordable ceremony option for couples, requiring 48 hours’ notice. The ceremony will be Duke City Ministries basic wedding ceremony, with the option of religious or non-religious themes.

This package includes:

* 30-minute call or meeting to review the ceremony and do a short rehearsal.
* Day of Event – 30 minutes for the ceremony and signing of the marriage license.

The Zia Ceremony Package: $400 + tax

This package includes the creation of a custom wedding ceremony and vows in partnership with our wedding officiant during a 30-minute planning call or meeting, ideally at least 30 days prior to the event date. Our officiant will hold a rehearsal for you, your fiancé and the wedding party prior to the event date. On the day of the wedding our officiant will reserve an hour for your ceremony and the signing of the marriage license.

This package includes:

* 30-minute planning call or meeting
* 30-minute pre-wedding rehearsal
* Day of Event – 1 hour for the ceremony and signing of the marriage license.

The Turquoise Ceremony Package: $550 + tax

This is the full-service ceremony package offered by Duke City Ministries. This includes a custom ceremony created with our officiant during a planning call or meeting, ideally at least a month prior to the event date. Two weeks prior to the event, our officiant will check in with you and your fiancé to run through the ceremony plan and make any last-minute changes to the ceremony. Our officiant will also run a pre-wedding rehearsal for you, your fiancé and the wedding party. The day of the wedding, our officiant will reserve an hour and a half for your ceremony and signing of the marriage license. The bonus to this package is our Officiant will have your marriage license registered for you, returning to you three copies for records. This is the full-service package taking care of all your needs.

This package includes:

* 30 minutes planning call or meeting
* 15-minute check in call 2 weeks from event
* 45-minute pre-wedding rehearsal
* Day of event – 1 ½ hours for the ceremony and signing of the marriage license.
* Officiant registers your marriage license, retuning 3 additional copies.

The Bosque – Day of Coordination Package: $600 + tax (for 5 hours day of each additional hour is $50 scheduled in advance)

The day of wedding coordination service, offered by Duke City Ministries allows you to enjoy your big day and leave all the organization, execution and details to us. This is ideal for DIY brides and grooms who want to hand off that day of planning to enjoy all the hard work they have done! Our package includes a 1-hour planning session, ideally at least one month prior to the event. Two weeks prior to the event date our coordination will have a check in call with you and another call one week out from the event. Our coordinator will also run a one-hour rehearsal for you, your fiancé and the wedding party prior to the wedding. The day of your wedding coordinator will reserve 5 hours for the event, 2 hours prior to the ceremony for set up coordination and three hours for the ceremony and reception. Our coordinator will keep the event running according to the schedule, ensure all the pieces come together on the day. If you are interested in changing the allotment of the 5 hours, that is possible as well. Each additional hour will be $50 each, scheduled in advance. This package allows you to enjoy your event completely and leave the coordination to Duke City Ministries.

This package includes:

* 1 hour planning session
* 30-minute check in call two weeks prior to event
* 30-minute check in call one week prior to event
* 1 hour pre-wedding rehearsal
* Day of event – 5 hours total

The Rio Grande Package: $900 + tax

This package is the Zia Ceremony Package + The Bosque Day of Coordination Package

When booked together, and in advance, save 10% off total cost of the two packages. In this package, additional hours for our coordinator, also booked in advanced, receive the 10% discount as well, $45 per hour.

This package includes:

* 30-minute planning call or meeting with officiant
* 1 hour planning session with coordinator
* 30-minute check in call two weeks prior to event with coordinator
* 30-minute check in call one week prior to event with coordinator
* 1 hour pre-wedding rehearsal with officiant and coordinator
* Day of event – Coordinator – 5 hours total
* Day of Event – Officiant – 1 hour for the ceremony and signing of the marriage license

The Sandia Peak Package: $1035 + tax

This package is the Turquoise Ceremony Package + The Bosque Day of Coordination Package

When booked together, and in advance, save 10% off total cost of the two packages. In this package, additional hours for our coordinator, also booked in advanced, receive the 10% discount as well, $45 per hour.

This package includes:

* 30-minute planning call or meeting with officiant
* 1 hour planning session with coordinator
* 30-minute check in call two weeks prior to event with coordinator
* 15-minute check in call 2 weeks from event with officiant
* 30-minute check in call one week prior to event with coordinator
* 1 hour pre-wedding rehearsal with officiant and coordinator
* Day of event – Coordinator – 5 hours total
* Day of Event – Officiant – 1 ½ hours for the ceremony and signing of the marriage license
* Officiant registers your marriage license, retuning 3 additional copies.

**Policies:**

Payments:

To reserve your date with us we will have you sign our contract agreement and give us 50% deposit. At the rehearsal we will collect the remaining 50%.

We accept the following forms of payment:

* Cash
* Apple Pay
* Pay Pal
* Money Order
* Cashier’s Check

Travel beyond Albuquerque, Rio Rancho and Santa Fe:

We would love to work with you outside our home area. Depending on time of travel, distance and accommodations needed additional cost will be required. We will discuss this on a case-by-case basis and ensure a tailored experience and fair price for every couple.

Refunds:

If the event is cancelled prior to Duke City Ministries starting planning, any meetings, or the start of creation of your ceremony a full refund will be provided.

If the event is cancelled after the planning process has begun, the deposit will not be refunded.

Once rehearsal is complete, and full payment is made, refunds will not be provided.

**Reviews**:

“We wanted a small, intimate wedding at the top of the Sandia Crest. Mike was able to create a custom wedding ceremony just for us, including our three sons, and blending our family together in addition to joining us in marriage. I was perfect.”

* D. & J.

“Mike performed our wedding on top of the bank building in downtown Albuquerque. Mike handled our large wedding party and made the ceremony special for me and my new husband. We highly recommend his services.”

* K. & R.

“Our pastor, who we had engaged to perform our wedding ceremony months before the wedding date, had a last-minute emergency leaving us without a minister only a few days before our wedding. A friend recommended we call Mike, and he was able to come right in, take over and get the perfect ceremony put together for us. He saved the day!”

* D. & R.

“During our ceremony our DJ had an audio mishap causing the microphone and speaker to cut out mid ceremony. Mike was able to carry on, project his voice and ensure that the ceremony continued. He kept me calm and focused on the reason we were all there. I appreciate him so much and would recommend him to any bride or groom planning a wedding.”

* A. & T.

“2020 was crazy enough, not to mention wedding planning. Mike was able to tailor our ceremony exactly for our needs. He made this event stress free in an otherwise stressful year.”

* S. & C.