# WEDDING SERVICES CONTRACT

**[COMPANY NAME]**  
**Professional Wedding Services**

**Address:** [Company Address]  
**Phone:** [Company Phone]  
**Email:** [Company Email]  
**Website:** [Company Website]  
**License:** [Business License Number]

## CONTRACT AGREEMENT

**Contract Number:** {{Contract\_Number}}  
**Date of Agreement:** {{Contract\_Date}}

## 1. PARTIES TO THE CONTRACT

### Service Provider

**Company Name:** {{Company\_Name}}  
**Contact Person:** {{Company\_Contact\_Person}}  
**Address:** {{Company\_Address}}  
**City, State, ZIP:** {{Company\_City\_State\_ZIP}}  
**Phone:** {{Company\_Phone}}  
**Email:** {{Company\_Email}}  
**Business License:** {{Business\_License}}  
**Tax ID:** {{Tax\_ID}}

### Client Information

**Primary Client:** {{Client\_Primary\_Name}}  
**Secondary Client:** {{Client\_Secondary\_Name}}  
**Mailing Address:** {{Client\_Address}}  
**City, State, ZIP:** {{Client\_City\_State\_ZIP}}  
**Primary Phone:** {{Client\_Primary\_Phone}}  
**Secondary Phone:** {{Client\_Secondary\_Phone}}  
**Primary Email:** {{Client\_Primary\_Email}}  
**Secondary Email:** {{Client\_Secondary\_Email}}  
**Emergency Contact:** {{Emergency\_Contact\_Name}} - {{Emergency\_Contact\_Phone}}

## 2. EVENT DETAILS AND TIMELINE

### Wedding Event Information

**Wedding Date:** {{Wedding\_Date}}  
**Ceremony Start Time:** {{Ceremony\_Start\_Time}}  
**Reception Start Time:** {{Reception\_Start\_Time}}  
**Event End Time:** {{Event\_End\_Time}}  
**Total Event Duration:** {{Total\_Event\_Duration}} hours

### Venue Information

**Ceremony Venue:** {{Ceremony\_Venue\_Name}}  
**Ceremony Address:** {{Ceremony\_Venue\_Address}}  
**Reception Venue:** {{Reception\_Venue\_Name}}  
**Reception Address:** {{Reception\_Venue\_Address}}  
**Backup Venue (if applicable):** {{Backup\_Venue}}

### Guest Information

**Expected Guest Count:** {{Guest\_Count}}  
**Wedding Party Size:** {{Wedding\_Party\_Size}}  
**Special Accommodations:** {{Special\_Accommodations}}

## 3. SERVICES AND DELIVERABLES

### Primary Services Included

{{Primary\_Services\_List}}

### Additional Services

{{Additional\_Services\_List}}

### Service Timeline and Schedule

**Setup Time:** {{Setup\_Time}}  
**Service Start Time:** {{Service\_Start\_Time}}  
**Service End Time:** {{Service\_End\_Time}}  
**Breakdown Time:** {{Breakdown\_Time}}

### Deliverables and Timeline

{{Deliverables\_Timeline}}

### Equipment and Materials Provided

{{Equipment\_Materials\_List}}

### Client Responsibilities

{{Client\_Responsibilities}}

## 4. PRICING AND PAYMENT TERMS

### Service Pricing

**Base Service Fee:** ${{Base\_Service\_Fee}}  
**Additional Services:** ${{Additional\_Services\_Fee}}  
**Travel Charges:** ${{Travel\_Charges}}  
**Equipment Rental:** ${{Equipment\_Rental\_Fee}}  
**Overtime Charges:** ${{Overtime\_Rate}} per hour

**Subtotal:** ${{Subtotal}}  
**Tax Rate:** {{Tax\_Rate}}%  
**Tax Amount:** ${{Tax\_Amount}}  
**Total Contract Amount:** ${{Total\_Contract\_Amount}}

### Payment Schedule

**Retainer/Deposit:** ${{Retainer\_Amount}} (Due: {{Retainer\_Due\_Date}})  
**Second Payment:** ${{Second\_Payment\_Amount}} (Due: {{Second\_Payment\_Due\_Date}})  
**Final Payment:** ${{Final\_Payment\_Amount}} (Due: {{Final\_Payment\_Due\_Date}})

### Payment Methods

Accepted payment methods: {{Accepted\_Payment\_Methods}}

### Late Payment Policy

A late fee of {{Late\_Fee\_Percentage}}% will be charged on payments received after the due date. Services may be suspended for payments more than {{Payment\_Grace\_Period}} days overdue.

## 5. INTELLECTUAL PROPERTY RIGHTS

### Ownership of Work Product

{{IP\_Ownership\_Terms}}

### Usage Rights

The Client is granted {{Usage\_Rights\_Description}} to use the delivered services and materials for personal, non-commercial purposes related to their wedding celebration.

### Copyright and Licensing

{{Copyright\_Terms}}

### Social Media and Marketing Usage

The Service Provider reserves the right to use images and content from the wedding for marketing purposes unless otherwise specified: {{Marketing\_Usage\_Restrictions}}

## 6. LIABILITY AND INSURANCE

### Service Provider Insurance

The Service Provider maintains the following insurance coverage: - General Liability: ${{General\_Liability\_Amount}} - Professional Liability: ${{Professional\_Liability\_Amount}} - Equipment Insurance: ${{Equipment\_Insurance\_Amount}}

### Limitation of Liability

The Service Provider’s total liability under this contract shall not exceed the total contract amount of ${{Total\_Contract\_Amount}}. The Service Provider is not liable for: - Acts of God, natural disasters, or extreme weather conditions - Venue restrictions or changes beyond our control - Third-party vendor failures or cancellations - Client-caused delays or changes to the schedule

### Client Responsibilities

The Client agrees to: - Provide accurate information and timely communication - Ensure venue access and necessary permissions - Maintain appropriate behavior and ensure guest compliance - Provide adequate security for equipment and personnel

### Indemnification

{{Indemnification\_Terms}}

## 7. CANCELLATION AND REFUND POLICIES

### Client Cancellation Policy

**More than {{Cancellation\_Period\_1}} days before event:** {{Refund\_Percentage\_1}}% refund of payments made  
**{{Cancellation\_Period\_2}} to {{Cancellation\_Period\_1}} days before event:** {{Refund\_Percentage\_2}}% refund of payments made  
**Less than {{Cancellation\_Period\_2}} days before event:** {{Refund\_Percentage\_3}}% refund of payments made

### Service Provider Cancellation

In the unlikely event that the Service Provider must cancel, the Client will receive a full refund plus {{Provider\_Cancellation\_Compensation}} compensation.

### Rescheduling Policy

**Rescheduling Fee:** ${{Rescheduling\_Fee}}  
**Rescheduling Notice Required:** {{Rescheduling\_Notice\_Period}} days  
**Availability:** Subject to Service Provider availability on new date

### No-Show Policy

If the Client fails to appear for the scheduled service without prior notice, no refund will be provided.

## 8. FORCE MAJEURE AND CONDUCT REQUIREMENTS

### Force Majeure Events

Neither party shall be liable for delays or failures in performance resulting from acts beyond their reasonable control, including but not limited to: - Natural disasters, extreme weather, or acts of God - Government regulations or restrictions - Public health emergencies or pandemics - Labor strikes or transportation disruptions - Venue closures or restrictions

### Conduct Requirements

All parties agree to maintain professional and respectful behavior. The Service Provider reserves the right to cease services immediately if: - Threatening or abusive behavior occurs toward staff - Illegal activities take place at the event - Safety concerns arise that cannot be reasonably addressed - Contract terms are materially breached

### Weather and Outdoor Events

{{Weather\_Policy}}

## 9. CHANGES AND MODIFICATIONS

### Change Request Process

All changes to this contract must be requested in writing and approved by both parties. Changes may result in additional fees and schedule adjustments.

### Timeline for Changes

**Major Changes:** Must be requested at least {{Major\_Change\_Notice}} days before the event  
**Minor Changes:** Must be requested at least {{Minor\_Change\_Notice}} days before the event  
**Day-of Changes:** Subject to availability and additional fees

### Change Fees

**Administrative Fee:** ${{Change\_Administrative\_Fee}} per modification  
**Additional costs will be calculated based on the nature and scope of changes**

## 10. COMMUNICATION AND COORDINATION

### Primary Contacts

**Service Provider Contact:** {{Provider\_Primary\_Contact}}  
**Client Primary Contact:** {{Client\_Primary\_Contact}}  
**Day-of Coordinator:** {{Day\_Of\_Coordinator}}

### Communication Methods

Primary communication will be conducted via: {{Primary\_Communication\_Method}}  
Emergency contact: {{Emergency\_Contact\_Method}}

### Response Time

The Service Provider will respond to client communications within {{Response\_Time\_Business}} business hours during normal business hours.

## 11. VENDOR COORDINATION

### Third-Party Vendor Relationships

{{Vendor\_Coordination\_Terms}}

### Vendor Access and Scheduling

The Client is responsible for coordinating vendor access and ensuring all vendors comply with venue requirements and this contract’s terms.

### Vendor Liability

The Service Provider is not responsible for the performance, quality, or actions of third-party vendors.

## 12. DISPUTE RESOLUTION

### Governing Law

This contract shall be governed by the laws of {{Governing\_State}}.

### Dispute Resolution Process

1. **Direct Communication:** Parties will first attempt to resolve disputes through direct communication
2. **Mediation:** If direct communication fails, disputes will be submitted to mediation
3. **Arbitration:** Unresolved disputes will be settled through binding arbitration
4. **Legal Action:** Legal action may only be pursued after completing the above steps

### Jurisdiction

Any legal proceedings shall take place in {{Legal\_Jurisdiction}}.

## 13. ADDITIONAL TERMS AND CONDITIONS

### Entire Agreement

This contract represents the entire agreement between the parties and supersedes all prior negotiations, representations, or agreements.

### Severability

If any provision of this contract is deemed invalid or unenforceable, the remaining provisions shall remain in full force and effect.

### Assignment

This contract may not be assigned by either party without written consent from the other party.

### Survival

Provisions relating to intellectual property, liability, and confidentiality shall survive termination of this contract.

### Special Terms and Conditions

{{Special\_Terms\_Conditions}}

## 14. SIGNATURES AND EXECUTION

By signing below, both parties acknowledge that they have read, understood, and agree to be bound by all terms and conditions of this contract.

### Service Provider Signature

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Print Name:** {{Provider\_Signatory\_Name}}  
**Title:** {{Provider\_Signatory\_Title}}  
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Client Signatures

**Primary Client Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Print Name:** {{Client\_Primary\_Name}}  
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Secondary Client Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Print Name:** {{Client\_Secondary\_Name}}  
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## LEGAL DISCLAIMERS AND FINE PRINT

**Contract Effective Date:** This contract becomes effective upon execution by all parties and receipt of the required retainer payment.

**Modification:** This contract may only be modified in writing, signed by both parties.

**Waiver:** The failure of either party to enforce any provision of this contract shall not constitute a waiver of that provision or any other provision.

**Notices:** All notices required under this contract shall be in writing and delivered to the addresses specified in Section 1.

**Time is of the Essence:** Time is of the essence in the performance of all obligations under this contract.

**Attorney Fees:** In the event of legal action to enforce this contract, the prevailing party shall be entitled to reasonable attorney fees and costs.

**Photography/Video Release:** By signing this contract, the Client grants permission for the Service Provider to photograph/video the event for portfolio and marketing purposes, unless specifically restricted in writing.

**Data Privacy:** The Service Provider will maintain the confidentiality of all client information in accordance with applicable privacy laws.

**Contract Interpretation:** This contract shall be interpreted fairly and not more strictly against either party regardless of who drafted it.

**Document Version:** {{Document\_Version}}  
**Last Updated:** {{Last\_Updated\_Date}}  
**Contract Template ID:** {{Template\_ID}}

*This contract has been prepared for {{Client\_Primary\_Name}} and {{Client\_Secondary\_Name}} for their wedding celebration on {{Wedding\_Date}}. Please review all terms carefully before signing.*