

WEDDING PLANNING AGREEMENT

This Wedding Planning Agreement ("Agreement") is made and entered into on this ____ day of _____, by and between:

Client(s):

Name(s): _____

Address: _____

Phone: _____

Email: _____

AND

Wedding Planner:

Name: _____

Business Name: _____

Address: _____

Phone: _____

Email: _____

1. SERVICES PROVIDED

The Wedding Planner agrees to provide the following services for the Client(s):

☐ Full-Service Planning

☐ Partial Planning

☐ Day-of Coordination

☐ Other (specify): _____

A detailed description of services is attached as **Exhibit A**.

2. EVENT DETAILS

Wedding Date: _____

Wedding Venue(s): _____

Estimated Guest Count: _____

3. COMPENSATION & PAYMENT TERMS

Total Fee: \$_____

Deposit Amount (Non-refundable): \$_____ due upon signing

Remaining Balance: \$_____ due by _____

Late payments will incur a fee of \$_____.

4. CANCELLATION POLICY

- If the Client cancels the event before , **the Client shall pay a cancellation fee of \$.**
- If the Wedding Planner cancels for any reason, all payments (excluding non-refundable deposits) will be refunded.

5. LIABILITY & INDEMNIFICATION

The Wedding Planner is not responsible for any vendor failures, venue issues, weather conditions, or any unforeseen circumstances beyond their control. The Client agrees to indemnify and hold the Wedding Planner harmless from any damages or claims.

6. FORCE MAJEURE

Neither party shall be liable for failure or delay in performance due to events beyond their reasonable control, including but not limited to natural disasters, government restrictions, pandemics, or other emergencies.

7. CONFIDENTIALITY

Both parties agree to keep confidential any sensitive information shared during the planning process.

8. DISPUTE RESOLUTION

Any disputes shall first be attempted to be resolved through mediation. If mediation fails, the dispute shall be resolved through arbitration in the state of _____.

9. GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of the state of _____.

10. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements, whether written or oral.

SIGNATURES

By signing below, both parties acknowledge and agree to the terms of this Agreement.

Client(s):

Signature: _____ Date: _____

Signature: _____ Date: _____

Wedding Planner:

Signature: _____ Date: _____