

SECRETS PAPAGAYO WEDDING REQUEST FORM

PERSONAL BRIDE AND GROOM INFORMATION

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| Brides Full Name: | |
| Grooms Full Name: | |
| Address / Country: | |
| Phone number: | |
| Email: | |

TRAVEL AGENCY INFORMATION

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| Agency Name: | |
| Travel Agent Name: | |
| Agent Email: | |
| Telephone: | |

ACCOMODATIONS

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| Room reservation number of Bride and Groom (if you don't have booking number this information can be provided when you have the confirmation of the room reservation): | |
| Arrival date: | |
| Departure date: | |
| Room Category of Bride and Groom reserved: | |
| If your reservation under Groups reservations: | |
| Will be your wedding guest rooms managed as a group reservations or Individual bookings? | |

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| Number of rooms reserved as group: | |
| Number of guest estimated for the wedding: (final headcount must be confirmed 1 month before to the wedding date) | |

WEDDING DATE AND VENUE

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| Wedding date confirmed: | |
| Venue confirmed: <ul style="list-style-type: none"> • (Main Beach Garden – Main Area) • (Spa Venue (beach-garden and deck)) • Amphitheater • Panoramic Garden For restaurant exclusivity the reservation is subject to hotel confirmation and additional fees apply | |

* In case you will require to change the wedding date and venue in a future, is subject to the hotel availability and must be previously requested to the weddings department.

REHERSAL OR WELCOME ACTIVITIES

Inform if will be required, additional fees apply for extra activities.

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| Date: | |
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| Cocktail, Dinner: | |
| Venue: | |
| If rehearsal activities are not requested in advance, are subject to the hotel availability at the moment of the request. | |

WEDDING PACKAGE SELECTION

Official Wedding Guide link: <https://bit.ly/2J9FLMI>

Important reference: Costa Rica latest sunset time is around 5:30 pm

Packages recommended for ceremonies only:

Mark with X and add any extra comment if necessary

Wedding In Paradise:

2025 Selling Price:

Monday to Wednesday:

\$1.549 USD

Thursday to Sunday:

\$1.649 USD

*Exclusive for August, September, and October:

Monday to Wednesday:

\$1.399 USD

Thursday to Sunday:

\$1.499 USD

This package can be complimentary booking a Preferred Club Plunge Pool or higher category for at least 7 nights or 5 rooms in any category are booked at least 3 nights Conditions apply.

Extras can be added with additional cost.

Infinitely Yours Package:

2025 Selling Price:

Monday to Wednesday:

\$849 USD

Thursday to Sunday:

\$899 USD

*Exclusive for August, September, and October:

Monday to Wednesday:

\$749 USD

Thursday to Sunday:

\$799USD

This package can be complimentary booking a Preferred Club Junior Suite Plunge Pool or higher category for at least 5 nights. Conditions apply.

Extras can be added with additional cost.

Elope in Luxury Package:

2025 Selling Price:

Monday to Wednesday:

\$1.699 USD

Thursday to Sunday:

\$1.849 USD

*Exclusive for August, September, and October:

Monday to Wednesday:

\$1.549 USD

Thursday to Sunday:

\$1.649 USD

Extras can be added with additional cost.

**Packages recommended for complete wedding event.
(Ceremony – Cocktail – Dinner reception)
Includes 5 hours of private service.**

These packages are not complimentary and are not combinable with other complimentary packages.

Curfew time: **10:00 pm**

Mark with X and add any extra comment if necessary

Eternal Love:

Up to 20 guests

2025 Selling Price:

Monday to Wednesday:

\$5.299 USD

Thursday to Sunday:

\$5.649 USD

*Exclusive for August, September, and October:

Monday to Wednesday:

\$4.799 USD

Thursday to Sunday:

\$5.099 USD

Beyond Memorable:
Up to 79 guests

2025 Selling Price:

Monday to Wednesday:

\$12.599 USD

Thursday to Sunday:

\$13.249 USD

*Exclusive for August, September, and October:

Monday to Wednesday:

\$11.449USD

Thursday to Sunday:

\$12.049 USD

Prices and package inclusions subject to change without notice. Resort at its discretion may limit number of guests allowed at rehearsal dinner. Discount on spa treatments cannot be applied to spa packages or combined with any other spa promotion or offer. The Beyond Memorable package is inclusive of up to 79 guests staying a cumulative of at least 75 paid room nights. Additional guests can be added for an additional cost. This cost is per person and varies by resort. Wedding date and rooms are based to availability and must be confirmed with the resort in advance of purchase. All reservations must be booked through the same source in order to qualify for this offer. Upgrades, customizations, and additions can also be made to the package through the resort's wedding coordinator. Blackout dates and other restrictions may apply and vary by property.

Once wedding is confirmed it cannot be canceled within 6 months to the date of the wedding without a fee. For weddings booked within 6 months of the wedding date, the wedding cannot be canceled without incurring the penalty. This cancellation penalty fee is \$750. If the wedding group guest size or room nights are not met by the time of the wedding, the promotion will no longer be applicable, and the couple will need to build the package a la carte or based off the standard brand wedding packages, with additional costs per guest.

Wedding Time Selection:

First Option:

4pm–5pm (Ceremony), 5pm–6pm (Cocktail), 6pm–9pm (Reception)

Second Option:

4:30pm–5:30 pm (Ceremony), 5:30pm–6:30 pm (Cocktail), 6:30pm–9:30 pm (Reception)

Third Option:

5pm–6pm (Ceremony), 6pm–7pm (Cocktail), 7pm–10 pm (Reception)

CEREMONY DETAILS

Mark with X and add any extra comment if necessary

Symbolic wedding ceremony:

All wedding packages includes Symbolic Ceremonies

Guest can bring any elements required for any special symbolic ritual required. The hotel provides the officiant service only.

Legal Ceremony:

Price: \$880 + tax for 2025

Additional fees may apply for other countries out of USA and Canada. Translations to different languages than Spanish or English additional fees may apply.

***Price subject to change**

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| Witnesses will be present: | |
| Do you require us to assist with witnesses: | |

- * Catholic ceremonies are not allowed out of the churches in Costa Rica.
- * For Symbolic or Legal ceremonies, the hotel will put you in direct contact with the officiant or lawyer.
- * Inform if you will not require any hotel officiant services. This is not a refundable service.

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| Ceremony preference location | |
| On beach Sand | |
| On the Garden | |

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| Wedding party | |
| Bridesmaids #: | |
| Groomsmen #: | |

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| Are you having a specific order of your guest (bridesmaids, groomsmen, etc.) for the processional? |
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| Please inform if you will require to schedule a rehearsal of the ceremony |
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| Photo Services | |
| Please inform if additional photo Services are required. The hotel provides the services through DreamArt Photos | |
| Eternal Love includes: 1 hour covering, 50 photos and Album, 30 minutes of video ceremony. | |

Please mark all elements required for the ceremony event these elements have an extra cost and are optional:

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| Mark with X and add any extra comment if necessary | | |
| Arch: | | |
| Canopy: | | |
| Fabrics only: | | |
| Wood Benches: | | |
| Special chair not included in the package: | | |
| Carpet as aisle runner: | | |
| Rose petals aisle runner: | | |
| Lanterns for aisle runner: | | |
| Another aisle runner element: | | |
| Welcome sign: | | |
| Showmaker: | | |
| Live Music: | | |
| Speaker and Microphone: | | |
| Mark with X and add any extra comment if necessary | | |
| Bridesmaid mini bouquets: | | |
| Extra Boutonnieres: | | |

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| Extra corsages: | | |
| Flowers for the hair: | | |
| Others: | | |

COCKTAIL DETAILS

The packages include the following basic setup:

Highboys with white linens as per the number of wedding guest (1 table each 10 guest)

Votive candle as centerpieces is included.

Please mark all elements required for the cocktail event these elements have an extra cost and are optional:

| Mark with X and add any extra comment if necessary | | |
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| Signature cocktail station (\$20 per person) + \$100 for decorated table and sign: | | |
| Live music: The Eternal Love package is the only package that includes 1 hour of live entertainment, options will be provided by the hotel. | | |
| Special Highboys | | |
| Lounges: | | |
| Specific color of linens: | | |
| Centerpieces for highboys: | | |
| Photo booth service: | | |
| Others: | | |

DINNER AND RECEPTION DETAILS

The packages include the following basic setup:

Round tables for 10 guests each, white linens, white napkins, white chiavary chairs.

Sweetheart table with white linen and white chiavary chairs

Eternal Love package: Includes 2 centerpieces (options provided by the hotel)

- Eternal Love Package menu included: Gold menu.
- Beyond memorable: Ask for specific menus included for this package.

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| How many tables will be required? | | |
| Do you will provide a seating chart? | | |

Please mark all elements required for the dinner event these elements have an extra cost and are optional:

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| Upgrade to dessert table: | | |
| Special tables and general furniture: | | |
| Special plate chargers: | | |
| Other colored linens will be required: | | |
| Other type of chair will be required: | | |
| Possible upgrade of menu: | | |

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| Extra centerpieces: | | |
| Favors to the guests: | | |
| Sound System Rental to plug your own music: | | |
| Live Music: | | |
| Professional DJ Services: | | |
| Fireworks: | | |
| Fire Show: | | |
| Dance Floor: | | |
| Other entertainment specification: | | |

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| Extension of 1 hour extra of event: Additional fees apply and should be requested and approved previously for the wedding's coordination department. | | |
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OTHER IMPORTANT INFORMATION

- For external services contracted out of the hotel services \$500 + tax vendor fee for each external vendor applies. The bride and the groom should provide full names and contact of the vendor to coordinate the entrance and set up for the event.
 - ✓ Food and beverage services are not included for external vendors. For a dinner meal with nonalcoholic beverage the bride and groom should consider the extra fee of \$100 + tax per person. Menu available provided by the hotel.
- The use of drones is not allowed in the property. The hotel can make the exception to allow the use during the wedding event, but the bride and groom must sign a hotel disclaimer. The drone cannot be used out of the space assigned for the event or record other guests not involved in the wedding event.
- If you need transportation please feel free to contact our trusted partner AMSTAR, you can get special prices in tours and transportation at customerservicecostarica@amstardmc.com
- The hotel only accepts as policy 10% of the wedding guest staying out of the resort.

Day pass fee for guest staying out of the resort:

The bride and the groom should provide the complete guest names to the wedding coordinator in advance. The fee is \$135 per person apply for the wedding date or rehearsal private event only and includes:

- ✓ Entrance to the hotel 1 hour before the event and leave 1 hour after the event.
- ✓ Use of the restaurant and bars ** Except Seaside Restaurant for breakfast & lunch and Preferred Club*
- ✓ Use of the showers and spa common facilities to get ready for the wedding.
- ✓ The fee doesn't apply for other days or rehearsal activities.
- ✓ The guest will require to leave a valid ID (no exceptions) in the reception and pay the fee upon arrival.
- Rain Backups: The hotel provides as a main rain back up the Amphitheater without cost. If the guest requires a specific restaurant as back up location additional fees will apply.
The hotel can provide other rain backup such a restaurant if the Amphitheater is not available but is subject to the hotel availability.
The hotel doesn't provide tents, additional cost applies for the rental of tents.
- Additional Set up fees apply if you will bring extra décor for the event. The fee will depend on the quantity of elements you will bring. A list should be provided to the hotel to determinate the setup fee cost. The hotel must approve the elements you will bring. Consider that as per hotel quality and standards we don't allow elements like fake flowers, paper, or plastic linens for example.