



WILLOW TREE

Spiritual Arts

CONTRACT FOR WEDDING OFFICIANT SERVICES

About You

Bride /or Groom 1: _____

Email: _____ Phone: _____

Bride /or Groom 2: _____

Email: _____ Phone: _____

Street Address: _____

City: _____ State: _____ Zip: _____

About Your Wedding

Ceremony Date: _____

Ceremony Start Time: ____:____ AM / PM (Not the invitation or guest arrival time.)

Ceremony Venue Name: _____

Ceremony Venue Address: _____

City: _____ State: _____ Zip: _____

Rehearsal Date: _____ (If applicable; otherwise leave blank.)

Rehearsal Start Time: ____:____ AM / PM

Rehearsal Venue Name (if different): _____

Rehearsal Venue Address (if different): _____

City: _____ State: _____ Zip: _____

Name of Wedding Coordinator (if you have one): _____

Email: _____ Phone: _____

Ceremony Fees

Quoted Ceremony Fee: \$ _____ (50% deposit due at the time this contract is submitted.)

Mileage: \$ _____ (Additional fees will apply if Officiant must travel beyond 30 miles.)

Other Fee(s): \$ _____

Total: \$ _____



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TERMS OF AGREEMENT

CEREMONY AGREEMENT: This Contract for Wedding Officiant Services (the "Contract") is made between Willow Tree Spiritual Arts LLC ("Officiant") and the clients identified above as Bride/Groom 1 and 2 ("Clients" or "Client") with respect to Client's wedding scheduled as detailed above (the "Ceremony"). ____ (Initial) / ____ (Initial)

SERVICES: Officiant hereby agrees to render Wedding Officiant Services ("Services") for Client at the date, time and location as specified in this Contract.

SCHEDULE: The "Ceremony Start Time" listed above shall be considered the actual Ceremony Start Time and not Guest Arrival or Invitation time. Client agrees that the Ceremony shall begin within fifteen (15) minutes of the "Ceremony Start Time" as specified in the Contract.

Officiant shall plan and make every effort to arrive thirty (30) minutes or more prior to the Ceremony Start Time listed above. Officiant shall not be held liable for unavoidable delays due to mechanical breakdowns, unexpected traffic delays, road closures, etc. Unless otherwise specified, Officiant may leave at any time following the conclusion of the ceremony. ____ (Initial) / ____ (Initial)

CHANGES: Changes to this Contract including, but not limited to the date, time, and/or location of the Ceremony must be communicated in writing by Client and approved by Officiant in writing, at least thirty (30) days prior to the Ceremony. A rescheduling fee of \$50.00 will apply. ____ (Initial) / ____ (Initial)

FEES AND DEPOSIT: A non-refundable deposit equal to 50% of the Ceremony fee is to be paid upon execution of this Contract, at which point Officiant will commence services. The full balance of any unpaid fees including ceremony fees, rehearsal fee, if applicable, and/or travel fees, if applicable, shall be received by Officiant prior to the start of the Ceremony. If Client fails to remit payment as specified, Officiant shall have the right to immediately terminate this Contract without further obligation to refund money, including the deposit, or to perform Services at the Ceremony.

Deposit is transferable to another date and time provided the Client requests the change in writing at least thirty (30) days prior to the Ceremony date, and Officiant is available. If Officiant is not available at the new date and/or time, a replacement Officiant may be substituted; otherwise, all fees paid in excess of the Deposit will be refunded upon request from Client. ____ (Initial) / ____ (Initial)

ADDITIONAL FEES: If the Ceremony location charges a fee for parking or admission, Client is responsible to have Officiant's parking or admission fee validated or to provide cash to cover the parking or admission fee. If Officiant must travel beyond 30 miles, additional fees will apply. ____ (Initial) / ____ (Initial)

FORMS OF PAYMENTS: Deposit and Final Payment may be made electronically or in-person via Cash, Personal Check, Square®, PayPal®, Zelle®, Cash App® or Venmo®. ____ (Initial) / ____ (Initial).



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CANCELLATION AND REFUNDS: Cancellations must be communicated in writing. If written notice of Cancellation of Services is provided by Client at least thirty (30) days prior to the Ceremony date, all fees paid in excess of the Deposit will be refunded. If written notice of Cancellation of Services is provided by Client less than thirty (30) days prior to the Ceremony Date: Client shall be responsible for full payment of Services, except for travel fees on the event date, if applicable. If written notice of Cancellation of Services is not provided by Client, Client shall be responsible for full payment of Services, including all travel fees, if applicable. If written notice of Cancellation of Services is provided by Client, Officiant shall be released to make commercially reasonable attempts to re-book the date and time of the Ceremony.

In the unlikely event that the Officiant is unable to perform the ceremony for unforeseen circumstances (i.e. hospitalization, automobile accident, and/or transportation breakdown, etc.), Officiant shall be allowed to make reasonable attempts to provide a replacement Officiant at no additional cost to Client. In the event Officiant must cancel this Contract for Services, Client shall be refunded the full fees paid for Services, including Deposit. ____ (Initial) / ____ (Initial)

MARRIAGE LICENSE: It is the Client's responsibility to acquire a valid marriage license, if applicable, in the state where the Ceremony will take place and have the marriage license at the Ceremony when Services are rendered. Client agrees that failure to have a valid marriage license at the time of the Ceremony means that the Officiant cannot legally perform the ceremony. Officiant may, at his/her discretion, perform a symbolic ceremony, which will have no legal merit. The client agrees to provide two witnesses, eighteen (18) years of age or older, who must be present at the Ceremony and who must sign the marriage license.

In the event of a failure to have a valid marriage license at the ceremony, the Clients may arrange a subsequent meeting, which shall include both Clients, both witnesses and the Officiant, at a mutually agreeable time and place, at an additional cost of \$50.00 (within the 25 mile travel boundary, or additional fees may apply).

Officiant will complete and sign the marriage license on the day of the Ceremony and will return the completed marriage license within three (3) business days to the County Recorder of the county in which the marriage license was issued. Client will not automatically receive a certified copy of their marriage license unless they request and pay for a certified copy from the County Clerk or County Recorder. In the event the marriage license is not received by the County Recorder; Officiant will cooperate with the Client and County Recorder to resolve the issue. Cost for replacement license, if any, will be assumed by the Client. The Officiant does not maintain copies of the marriage license. ____ (Initial) / ____ (Initial)

ADDITIONAL TERMS: If the Ceremony includes a sand ceremony, unity candle, flower ceremony and/or any other special feature, Client is responsible for furnishing all equipment needed to perform such feature(s). ____ (Initial) / ____ (Initial)

IMAGE RELEASE: Client agrees that Officiant may use any images and stories from the Ceremony for any means of promotion, including advertising and display on websites or blogs, unless otherwise stated by Client. Clients waive any right to payment, royalties, or any other consideration for the use of the images or stories. ____ (Initial) / ____ (Initial)



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INJURY/LOSS BY GUESTS: Officiant assumes no responsibility for injury, damages or losses incurred by the Client or Ceremony attendees. Officiant also assumes no responsibility for any food, beverage, floral arrangements, decorative items, either personal or professional, brought by anyone prior to, during, or after the Ceremony. Client agrees to be responsible for all guests and attendees at the Ceremony and the acts of the guests and attendees. Client agrees to pay for any and all injury or damages arising out of the Ceremony, except to the extent of any negligence or misconduct by Officiant. ____ (Initial) / ____ (Initial)

LIMITATION OF LIABILITY: Clients agree that to the fullest extent permitted by law, Officiant shall not be liable for any claims for emotional distress, mental anguish, consequential damages, lost profit, loss of enjoyment, lost revenues, replacement costs, compensatory damages and/or punitive damages, whether or not foreseeable and/or arising from any negligent act or omission on the part of any person. Officiant's liability for any claim, breach, or damage by reason of any act or omission shall be limited to repayment of sums paid by Clients only. ____ (Initial) / ____ (Initial)

INDEMNITY: Clients agree to indemnify, defend and hold harmless Officiant and its employees, agents, independent contractors, officers, directors, members and/or managers for any injury, property damage, liability, claim or other cause of action arising out of and/or related to the actions of Client's or Client's guests. ____ (Initial) / ____ (Initial)

FORCE MAJEURE: No party to this Contract shall be liable in damages or have the right to terminate this Contract for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to, acts of God (such as natural disasters), fire, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected. Normal weather occurrences including, but not limited to, rain or snow are not covered by this paragraph.

If the Ceremony cannot take place at the date, time, and place specified above due to an event described in the previous paragraph or the sudden serious illness or injury of either Client, the Officiant shall make every reasonable effort to reschedule the Ceremony, in which case all fees owed will be applied to the rescheduled Ceremony. ____ (Initial) / ____ (Initial)

GOVERNING LAW: The validity, construction and enforceability of this Contract shall be governed in all respects by the laws of the State of Arizona. ____ (Initial) / ____ (Initial)

ENTIRE CONTRACT: This Contract constitutes the entire Contract between the parties and supersedes all prior Contracts whether oral or written concerning the subject matter of this Contract. ____ (Initial) / ____ (Initial)

SEVERABILITY: In the event that any portion of this contract is found to be legally unenforceable, all remaining provisions of the contract shall remain in effect. ____ (Initial) / ____ (Initial)



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ACKNOWLEDGEMENT

In acknowledgement that we (the couple to be married) have read the Contract for Wedding Officiant Services outlined above and In witness to our agreement to the terms of this contract, the parties affix their signatures below on this _____ day of _____, 20_____.

_____/_____
Bride /or Groom (Signature) (Printed Name)

_____/_____
Bride /or Groom (Signature) (Printed Name)

Ordained Minister (Signature)

by _____, ORDM/Officiant
(Printed Name)

Co-Founder, Willow Tree Spiritual Arts LLC

Date

Please return this **Completed and Signed Contract** via **Email** to your **ORDM/Wedding Officiant** at one of the email addresses listed at the bottom of this contract, or by **US Postal Mail** to: **Willow Tree Spiritual Arts LLC**, Attn: Jami McKee, ORDM, 1220 North 46th Street, Mesa, Arizona 85205.

Your Deposit is due at the time of scheduling and may be made: In-Person via Cash, by Personal Check, by Phone, or Electronically using Square®, PayPal®, Zelle®, Cash App® or Venmo®, for your convenience.

Please Call **Jami McKee, ORDM** at: **602-819-8515** or **Barbara Daniels, ORDM** at: **480-326-1065** for more details.