



Leesma Tyrrell  
65 Kellerman Drive  
St Helens Drive NSW 2560  
P: 0475 394 747  
ABN: 16671963051  
E: [yescelebrantservices@gmail.com](mailto:yescelebrantservices@gmail.com)

## Wedding / Renewal of Vows Booking Form

Signing this form instructs the YES Celebrant Services to proceed as the officiating celebrant for your wedding and represents acceptance of the terms and conditions of the Client Services Agreement. A non-refundable deposit is required at the time of booking.

Wedding Couple	<b>Party 1</b> Groom <input type="checkbox"/> Bride <input type="checkbox"/> Partner <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non Binary <input type="checkbox"/>	<b>Party 2</b> Groom <input type="checkbox"/> Bride <input type="checkbox"/> Partner <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non Binary <input type="checkbox"/>	<b>Parents</b>  Party 1 Parents Alive <input type="checkbox"/> Deceased <input type="checkbox"/>  Party 2 Parents Alive <input type="checkbox"/> Deceased <input type="checkbox"/>
Address			
Email:			
Phone:			

Witnesses	Witness 1	Witness 2	Notes

Ceremony	Exchange of Rings <i>(Included in all packages)</i> Other Rituals <i>(Optional Extra)</i>	Will the bride be given away if yes by whom?	Is a signing table & chairs required?

Music	Do you want the celebrant to supply music? If so, do you have a song in mind?	Is a PA system required / necessary? <i>(Included in deluxe package)</i>	Live Music? <i>(Organised by Wedding Couple)</i>

Readings / Poems	Preferred Readings	Preferred Poems	Notes

Venue	Where will the ceremony be held? Day & Time? Do you have a Plan B if inclement weather?	Do you need to book venue / location? Any requirements by the venue supplier?	Rehearsal recommended but not included (Optional Extra)
	Address  Day / Date  Time  <b>PLAN B In case of inclement weather.</b>		

Dress	Dress Code	Colours to avoid	Notes

Fees	Basic Package	Deluxe Package	Extras

**Additional Notes** (Shortening of Time, previous marriages, inclusion of children in ceremony, inclusion of additional people or pets in ceremony etc.)

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The Parties acknowledge that the Celebrant has explained, and they understand, the legal requirements for entering a marriage, and that they agree to comply with their obligations as requested by the Celebrant. Refer Client Service Agreement for detailed information.

Leesma Tyrrell

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**Wedding Couple Party 1**  
Print & Sign Name

.....  
**Wedding Couple Party 2**  
Print & Sign Name

.....  
**YES Celebrant Services**

**Date:** .....  
Day Month Year

☐ Relationship Counselling Information given

## Risk Assessment Register

Risk Assessment	The Risk: What can happen and how it can happen?	Consequence of happening? (major, moderate) Likelihood? Level of risk?	How are risks managed?	Consequence Rating after treatment	Likelihood Rating after treatment	Level of Risk after treatment	Risk Priority (1-10)
	Injuries to celebrant, contractors (Wedding party), guests and community	1. <b>Major</b>	A location assessment is to be viewed by Celebrant and client prior to the commencement of ceremony. Celebrant has knowledge and awareness of OHS requirements under relevant legislation for type of ceremony to be performed.	Minor	Rare	Low	1
		2. <b>Unlikely</b>					
		3. <b>Low</b>					
	Weather conditions such as excessive heat, rain/storms, fire, noise, services interference and disruption to celebrant, clients and guests	<b>Moderate</b> - Potential OH&S issues due to excessive heat, unexpected storm with rain, noise and location. unsecured and damage to property	Celebrant to establish and maintain safe work procedures to protect the health and safety of all attendees at outdoor venues Celebrant to ensure approved location has appropriate cover for protection of environment where necessary and will be implemented by parties who are in charge of booking, if required. Communication between parties to allow the Celebrant to keep abreast of any issues. Location visit pre-ceremony	Minor	Unlikely	Low	3
		<b>Possible</b>					
		<b>Medium</b>					
	Celebrant becomes ill and cannot attend ceremony	<b>Moderate</b> Clients left with no celebrant to perform ceremony	Celebrant to advise clients in initial meeting of network of other celebrants in case an emergency occurs on the day of the ceremony Celebrant to arrange with replacement Celebrant. Celebrant to notify clients as soon as possible of health issue and not being fit and able to attend ceremony and notify clients with contact details of replacement celebrant Replacement celebrant to contact clients as soon as possible	Minor	Unlikely	Low	8
		<b>Possible</b>					
		<b>Low</b>					
	An uninvited / drunk or disorderly guest disrupts ceremony.	<b>Moderate</b> - Risk of injury to celebrant, wedding couple, guests & community.	As soon as possible, Celebrant assesses danger risk and pauses ceremony and addresses person. Person asked to leave. If situation escalates, ceremony is stops, guests are asked to move to a safe area and the police are called for assistance.	Minor	Unlikely	Low	8
		<b>Unlikely</b>					
		<b>Low</b>					
	Last minute change of venue	<b>Moderate</b> Possible changes to previously agreed location at last minute Delays in ceremony	Ceremony to be carried out on previously proposed site unless unsafe conditions occur Celebrant to investigate location and minimise risks prior to commencement of ceremony. Agreed notice of any intention to change location to be advised 24 hours pre-agreed ceremony location and timing.	Minor	Unlikely	Low	2
		<b>Unlikely</b>					
		<b>Low</b>					