

Wedding Officiant Agreement

Client Details

Bride / Groom

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Ph: (____) ____ - _____ Cell: (____) ____ - _____

Email: _____

Bride / Groom

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Ph: (____) ____ - _____ Cell: (____) ____ - _____

Email: _____

Event Details

Rehearsal Date: ____ / ____ / ____

Rehearsal Start Time: _____

Is Officiant needed at the rehearsal: Y / N

Rehearsal Location (Address): _____

Any other notes about the day's events: _____

Ceremony Date: ____ / ____ / ____

Party and Key People arrive by: _____

of Guests: ____ Est Arrival Time at Ceremony Site: _____

Est Ceremony Start Time: _____ Expected Length: _____

Location of Ceremony

Location name: _____

Address: _____

City: _____ State: _____ Zip: _____

Ph: (____) ____ - _____ Alt: (____) ____ - _____

Website: _____

Hours of Operation: _____

Primary Contact Person : _____

Contact Person Email: _____

Is there sound equipment available: Y / N

Is there sound amplification needed: Y / N

Is this the same location as the reception: Y / N

If not, how far away is the reception: _____

Any special setup / parking rules from the establishment: _____

Any other notes from or about the establishment: _____

Service Details

Wedding Officiant:

A professional wedding official, ordained with the Universal Life Church, licensed in Minnesota and Wisconsin to legally perform your wedding ceremony. We'll help you through the planning of the ceremony, attend the rehearsal if requested and perform your ceremony. (up to 3 hours of planning and 30 minutes of ceremony.)

\$300 _____

Extended Ceremony:

30 minutes is just not enough time for the ceremony you want and that's alright. Extend your ceremony to up to 60 minutes for a small fee.

\$50 _____

Officiant Exclusivity:

Want to reserve your Officiant for the entire day? We won't book him/her for any other ceremonies on your day.

\$250 _____

Sound System options

Both of our options for ceremony sound include a sound professional to help with the audio amplification of your ceremony as well as the timely playing of your chosen music for the ceremony.

Maveric Ceremony Sound:

Need a sound system setup for your outdoor ceremony we are performing? No problem! We've got you covered! (Includes 1 speaker, wired or wireless microphone as needed, pre/post/during ceremony music and we run the sound so your guests can focus on you!)

\$150 _____

Maveric Ceremony Music:

Have a sound system at the ceremony but need someone to play the music and run the sound, we can do that! (NO sound hardware is included in this option. Your ceremony venue must have an "in house" sound system with a standard headphone plug for ceremony music)

\$75 _____

SUBTOTAL : _____

Discount (if applicable) : _____

ADJUSTED SUBTOTAL: _____

Extended Service Area:

Having an event outside of the Twin Cities area? No problem! Our standard area is HUGE and if you fall out of that area, our additional fees won't break your budget.

(Standard Service area is 40 miles from Hastings, MN 55033. Any miles above and beyond that distance will be charged at the above rate)

(___ miles @ \$.75 / mi) _____

Lodging Costs:

Any travel greater than 110 miles one way from Hastings, MN will require an overnight stay near the events location the day of the event into the next day. Any travel greater than 220 miles one way will require two overnight stays near the events location. The day prior and the day of the event. If rehearsal is held the day prior to the event and the officiant is required to participate, an extra nights stay is needed based on above mileage.

(Estimated Lodging) _____

TOTAL COST : _____

Deposit : _____

TOTAL REMAINING: _____

Any additional notes:

Contract Specifics

1. This contract, executed on ___ / ___ / ___, is for the services of Maveric Music (also referred to as The Officiant) at the event described above totaling \$ _____. If the contract is held beyond 14 days from this date, availability and rate must be reconfirmed prior to booking. It is binding and any changes must be in writing.
2. Payments by Credit Card or Pay Pal will include an additional 4% convenience fee.
3. A deposit of 50% or \$75 (whichever is greater) Reserves your date, is applied to entire contract price and is NON-REFUNDABLE.
4. Remaining Balance is due in full within 14 days prior to event start.
5. Returned Checks will be charged the maximum amount allowable by law (currently \$30.00) PLUS a late payment fee of \$50.00.
6. Cancellation must be done by certified mail and will only be accepted from the person(s) who signed the contract. If contract is cancelled 91 days or more prior to scheduled date of event, any monies paid will be forfeit. Cancellation 90 days or less from date of event will require a total payment of contract price to be paid on or before scheduled event date.
7. Any travel greater than 110 miles one way from Hastings, MN will require an overnight stay near the events location the day of the event into the next day. Any travel greater than 220 miles one way will require two overnight stays near the events location. The day prior and the day of the event. The cost of lodging is the responsibility of the client, paid prior to the event. If the rehearsal and ceremony are on different days, additional nights may be required.
8. Final payment must be made by cash, money order made payable to Maveric Music or Credit Card / Pay Pal (Subject to 4% convenience fee).
9. A gratuity is always appreciated, but not required.
10. This agreement is strictly between Maveric Music and the client(s) also referred to as "The Couple". Liability is limited to contract price. Maveric Music shall not be responsible for any harm or damage caused to the facility or any person in attendance. Client agrees to repair or replace any of Maveric Music's equipment which is damaged at the function by anyone in attendance. In the event it shall become necessary to collect herein described sums, or any form thereof, client agrees to pay all costs, including attorneys and any applicable fees. Interest on unpaid balances will accrue at 1.5% per month (on the 15th).
11. The person(s) listed and signing for the event agrees to be personally, jointly and severally liable for the terms of the contract. Person(s) signing must be 18 years of age or older.
12. For outdoor events, in case of inclement weather, client will provide the Officiant a dry, covered area or client will provide an alternate indoor location. If neither are provided, or it is deemed unsafe to perform, Maveric Music will not perform and payment in full is still required.
13. Release of photographic and other recording media permissions: The Couple gives Maveric Music permission to use photographs and or other recording media of the ceremony with the officiant, on the company website and social media for promotional purposes. The Couple agrees to not receive compensation of any kind. Maveric Music shall allow the Couple to use any photographs & other recording media in which the Officiant is in or part of in any manner or for any purpose they wish excluding illegal or defamation of the Officiant and or Maveric Music. There is no expiration for these permissions.
14. Emergency Situations. In the event of an emergency, the Officiant shall make every attempt to find a replacement Officiant if they are not able to make it to the ceremony due to unforeseen weather, illness, incapacitation or other cause of non-arrival on the day of the ceremony. Maveric Music, their agents & assigns shall NOT be held liable for any compensation or damages, including punitive due to non-performance of any ceremony/function resulting from such incapacitations, non-arrival. errors and/or omissions of any type.
15. The use of Maveric Music's "Wedding Ceremony Planner" or other planning tools are all guides for planning purposes. It is not a binding extension of this agreement. Plans, ideas, wishes, etc. written on the planner or discussed will be followed as best as possible in good faith of this agreement provided the planned program is not illegal, dangerous or does not put any person or persons in a poor position.

Officiant's Responsibilities

1. Officiant shall perform a marriage ceremony for the couple on the above stated date and approximate time.
2. The Officiant warrants that they are a professional officiant, recognized as a legally ordained minister, fully qualified to officiate wedding ceremonies and solemnize the rites of all marriages in the states of Minnesota and Wisconsin.
3. The Officiant will provide the following services under the terms of this agreement:
 - a. Documentation & reservation of the date, time & location of the wedding ceremony described above.
 - b. Assistance as requested with creation and organization of the wedding ceremony script.
 - c. The Officiant shall complete and execute the marriage license in accordance with the instructions set forth by the jurisdiction from where the license was obtained.

The Couple's Responsibilities

1. The Couple understands that they must obtain a Marriage License at the appropriate jurisdiction for which the ceremony will be performed and shall provide said Marriage License to the Officiant to review and execute on the day of the ceremony.
2. The couple has been informed and fully understands that if a valid marriage license is not presented with government issued identification to the Officiant BEFORE the ceremony is performed, the Officiant cannot perform a legally valid marriage ceremony
3. The couple agrees to be sober for the ceremony as required by contract law in the jurisdiction where the ceremony is to be performed. If the Couple is determined or suspected to be intoxicated in any way, the ceremony cannot be legally performed, and no refund will be given.
4. The couple understands the Officiant may be under time constraints due to having multiple ceremonies scheduled for the day. If the Couple would like to avoid this stipulation, and reserve the Officiant for the entire day, they can pay an additional \$250 reservation fee that must be agreed upon prior to contract signing.
5. The Couple shall not change the date, time or location of the wedding as stated at the beginning of this agreement without first contacting and advising the Officiant of the change to determine if the Officiant is still available. If the couple does change the date, time or location of the ceremony, the Officiant reserves the right to cancel the performance of their ceremony and shall in no way be held responsible or liable in any manner whatsoever for the non-performance.
6. LATE FEES & LATE STARTS: The Officiant may charge an additional \$50 per half hour if required to wait more than 29 minutes past the scheduled ceremony start time. This fee is to be paid prior to signing the marriage license. The Officiant may waive late fees at their discretion. The ability of the Officiant to wait more than 30 minutes will be solely at their discretion. If for any reason, the ceremony starts 30 minutes or more after it is scheduled, the Officiant may, at their option, perform a very short civil ceremony in place of the agreed-upon ceremony.
7. The couple is responsible for any needed supplies for any special smaller ceremonies they wish to perform within their ceremony. (examples; Unity Candles, Sand, Wine, Roses, etc.) The Officiant is only providing the performance and sound system if that option is agreed upon.
8. SCRIPT: The Couple is expected to provide final approval of the content of the ceremony script. Assuming all above provisions are met, the scripts will be executed to the best of the Officiant's abilities. Maveric Music and the Officiant are not responsible for errors, mistakes and omissions from the script shall in no way be held responsible or liable in any manner whatsoever for the said issues.
9. REFUSAL: The officiant reserves the right to refuse to perform any service he/she is not comfortable with, even if the contract is accepted. This includes but is not limited too any service that may be deemed illegal, dangerous or could be detrimental to the reputation of Maveric Music and or the Officiant.

Primary Client Signature: _____ Print Name: _____ Date: _____

Secondary Client Signature: _____ Print Name: _____ Date: _____

Authorized MM Agent Signature: _____ Print Name: _____ Date: _____

Maveric Music is owned and operated by Bruce Karnick Hastings, MN (651) 398-2495 www.mavericmusic.com www.facebook.com/mavericmusic bruce@mavericmusic.com [Twitter @mavericmusicmn](https://twitter.com/mavericmusicmn)

OFFICE USE ONLY

Contract Received: ___ / ___ / _____ Date OK to book: Y / N Date Noted on Schedule: ___ / ___ / _____

Client Booked by: _____ Client Referred by: _____

Deposit Amount: \$ _____ Deposit Payment Form / Check #: _____ Deposit Received: ___ / ___ / _____ initial _____

Final Payment: \$ _____ Final Payment Form / Check #: _____ Payment Received: ___ / ___ / _____ initial _____