

WEDDING PLANNING SERVICES AGREEMENT

This **Wedding Planning Services Agreement** is made and entered into as of _____,
by and between:

Wedding Planner:

Company: Lizzy's Creative Corner LLC

Phone Number: +1(954) 710-6717

Email: contact@lizzyscreativecorner.com

and

Clients:

_____ and _____

Address: _____

Phone Number: _____

Email: _____

SERVICES TO BE PROVIDED

The Planner agrees to provide the following wedding planning services for the Clients:

- **Event Date:** _____
- **Event Location(s):** _____
- **Planning Services Provided:**
 - Full-Service Wedding Planning (if applicable), including vendor selection, budget management, timeline creation, design and styling, coordination of all aspects of the wedding day.

- Partial Wedding Planning (if applicable), including [list specific services such as vendor coordination, wedding day timeline creation, etc.].
- Day-of Coordination (if applicable), including overseeing the wedding day coordination, managing vendors, and ensuring the event runs smoothly.

The exact services to be provided by the Planner will be customized and outlined in detail in an addendum (if applicable).

FEES AND PAYMENT TERMS

- **Total Fee:** The total fee for the wedding planning services is \$_____.
- **Deposit:** A non-refundable deposit of \$_____ is due upon signing this Agreement, which will be applied toward the total fee.
- **Payment Schedule:**
 - **Deposit Due:** Upon signing this Agreement.
 - **Second Payment:** \$_____ due on _____.
 - **Final Payment:** \$_____ due **7 days** before the wedding date or on _____.

Payment Methods: Payments can be made by credit/ debit card or by Zelle contact@lizzyscreativecorner.com

CANCELLATION AND REFUND POLICY

- **Client Cancellation:** In the event the Clients cancel the wedding, the following fees will apply:
 - Cancellation more than **10 months** before the wedding date: The Planner will retain the non-refundable deposit.
 - Cancellation within **8 months** of the wedding date: The Planner will retain the deposit and **5 %** of the total fee, with the remaining balance refunded.
- **Planner Cancellation:** If the Planner must cancel services due to unforeseen circumstances (e.g., illness, force majeure), the Clients will receive a full refund of any payments made, including the deposit. The Planner will make reasonable efforts to assist in finding an alternate planner or rescheduling the event, if feasible.

RESPONSIBILITIES OF THE PLANNER

The Planner agrees to:

- Provide professional wedding planning services, including vendor referrals, budget management, and coordination of all aspects of the wedding.
- Create and maintain a detailed wedding timeline, including scheduling and coordinating meetings, vendor confirmations, and event-day coordination.
- Assist with styling and design recommendations (as applicable) and help execute the design vision of the Clients.
- Coordinate and supervise the wedding day to ensure the event runs smoothly and according to the agreed-upon schedule.

RESPONSIBILITIES OF THE CLIENTS

The Clients agree to:

- Provide the Planner with all necessary information related to the wedding, including venue details, guest count, budget, preferred vendors, and design preferences.
- Pay all wedding fees and expenses, including venue fees, vendor costs, decor, and any other charges related to the event.
- Be available for regular meetings or communication with the Planner to review progress and provide approval on key decisions.
- Inform the Planner of any changes to the wedding plans, including changes in guest count, vendor bookings, or schedule adjustments.

VENDOR SELECTION AND PAYMENT

- The Planner will provide recommendations for vendors such as florists, photographers, caterers, and entertainment. The Clients have the right to select their preferred vendors.
- The Clients agree to enter separate contracts with all chosen vendors, and the Planner is not responsible for any payments or performance of those vendors.
- Any vendor payments and services are to be arranged directly between the Clients and the vendors.

LIABILITY AND INSURANCE

- The Planner will take all reasonable steps to ensure the success of the wedding event, but the Planner shall not be held liable for any actions or failures on the part of the vendors, venues, or other third parties.
- The Clients agree to hold the Planner harmless and indemnify the Planner for any claims, damages, or legal actions arising out of the event, except in cases of gross negligence or willful misconduct by the Planner.

FORCE MAJEURE

Neither party shall be liable for any failure or delay in performance of their obligations under this Agreement if such failure or delay is caused by circumstances beyond their control, including but not limited to natural disasters, accidents, pandemics, or government-imposed restrictions.

PHOTOGRAPHY AND SOCIAL MEDIA

- The Clients grant the Planner permission to photograph or record the wedding event for promotional, marketing, or portfolio use. If the Clients prefer no photos or videos to be shared, they must notify the Planner in writing prior to the event.

ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the parties and supersedes any prior discussions or agreements. Any amendments or changes to this Agreement must be made in writing and signed by both parties.

GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of Florida, US, without regard to its conflict of law principles.

IN WITNESS WHEREOF, the parties have executed this Wedding Planning Services Agreement as of the Effective Date:

Clients:

Signature: _____

Printed Name(s): _____

Date: _____

Wedding Planner:

Signature: _____

Printed Name: _____

Date: _____