



## **Booking - Terms and Conditions**

### **Enquiries**

Where an enquiry is made and the date is available, this will be held for 7 days pending receipt of your deposit.

### **Booking Fee**

A non-refundable £150 booking fee is required to secure the date and time for your Ceremony, this is required at the time of your first interview with your Celebrant. Payment can be made by cash or BACS transfer and your date will only be considered as confirmed when the booking fee has been received and a receipt has been issued to you.

### **Balance**

The balance of the agreed fee, is due 4 weeks before the Ceremony, unless agreed otherwise. Where a Ceremony is arranged within the following 6 weeks, then full payment is required at the time of the first meeting.

### **Legal Aspect – Weddings**

A Celebrant led wedding will not be legally recognised in England and Wales. Your marriage must be registered at a Registry Office if you require legal recognition, which is a simple process taking 10-15 minutes and can be done before or after your Ceremony.

### **Cancellation and Delays**

You have a 14 day cooling off period after the time of booking. Should you decide to cancel the booking, our cancellation rates are as follows:

#### **Cancellation received:**

Within 3 months of Ceremony date - 60% of agreed fee  
Within 2 months of Ceremony date - 80% of agreed fee  
Within 1 month of Ceremony date - 100% of agreed fee

**Delays:**

A charge will be made of £75.00 for every hour or part thereof past the agreed booking time.

In the unlikely event that I am unable to deliver the service by Celebrant you have paid for on the day of the Ceremony, I will undertake to provide a substitute Celebrant. If no substitute Celebrant can be provided, you will be entitled to a full refund.

**Confidentiality/Copyright**

Copyright of all Ceremonies written remains with Caroline the Celebrant. Any correspondence and documentation, including example Ceremonies must be kept confidential both before and after your Ceremony.