

WEDDING SERVICES AGREEMENT

Between L & S Elegant Weddings & Occasion Designers and [REDACTED]
[REDACTED]

1. Parties

This Wedding Services Agreement (“Agreement”) is entered into by and between:

L & S Elegant Weddings & Occasion Designers (“Planner”) and **Martine R. Polite & Michael C. Wright** (“Clients”).

Collectively, these parties shall be referred to as “the Parties.”

2. Event Details

- Event Type: **Rehearsal, Wedding Ceremony & Reception**
- Wedding Date: [REDACTED]
- Venue: **James E. Bruce Convention Center, 303 Conference Center Dr., Hopkinsville, KY 42240**
- Event Time: **5 pm - Midnight**

3. Rehearsal Coordination

A rehearsal will be scheduled **the night before the wedding**, if the venue is available, or **Saturday morning**, depending on venue availability.

- **Rehearsal Date:** To be confirmed
- **Rehearsal Time:** To be discussed and mutually agreed upon. The Planner will coordinate the rehearsal and guide the wedding party through the ceremony flow, entrances, and timing.

4. Scope of Services

The Planner agrees to provide comprehensive wedding planning, coordination, and design services, including:

A. Full-Service Planning

- Support from the date this Agreement is signed until the completion of the wedding day
- Communication with all approved vendors
- Assistance with scheduling bridal appointments (dress fittings, cake tastings, décor consultations, etc.)
- Vendor confirmations and timeline creation

- Coordination of ceremony and reception logistics

B. Ceremony Management

- Guiding the ceremony processional and recessional
- Working with the Clients' chosen hostess or host
- Assisting with hiring or coordinating desk coordinators and ushers
- Ensuring guests are seated according to the Clients' instructions

C. Décor & Event Styling

- Providing a decorating team to style and decorate the event site
- Supplying and designing **30 centerpieces** for reception tables
- Overseeing table décor and layout
- Ensuring décor aligns with the Client's selected theme

D. Venue-Provided Items

The Clients acknowledge that the following items are included in the **Bruce Convention Center contract** and are **not** the responsibility of the Planner:

- Chair covers
- Sheer chair sashes
- Tablecloths
- Napkins
- Runners

The Planner will coordinate with the venue to ensure these items are placed according to the décor plan.

5. Floral Responsibilities

A. Silk Florals Provided by Planner

The Planner will design and coordinate all **bridal-party florals**, which will be created using **silk flowers**, including:

- Silk bouquets for the bridal party
- Silk boutonnieres for the men
- Two silk bouquets for the bride:
 - One silk bouquet for the bride to **keep**
 - One silk bouquet for the **bouquet toss**

B. Fresh-Flower Responsibilities (Bride)

The bride will carry a **fresh-flower bridal bouquet**, which will be created in partnership with a florist selected from the Planner's approved vendor list. **All costs associated with fresh flowers, including the bride's bouquet and any additional fresh-flower items, are the sole responsibility of the bride.**

The Planner will coordinate with the florist to ensure the fresh-flower design aligns with the overall wedding aesthetic.

6. Service Package Value & Discount

The Clients acknowledge that the full value of the comprehensive wedding planning, coordination, décor, and floral services provided by the Planner is:

Original Package Value: [REDACTED]

As a professional courtesy, the Planner has extended a discounted rate, reducing the total cost to:

Final Contracted Price: [REDACTED]

Total Savings: [REDACTED]

This discounted rate includes all services outlined in this Agreement.

7. Payment Terms & Schedule

A. Non-Refundable Deposit

A **non-refundable deposit of \$2,500.00** is required to secure the wedding date and reserve the Planner's services. This deposit is non-refundable because the Planner must block the date, decline other business opportunities, and begin preliminary planning work immediately.

B. Deposit Installment Plan

All payments made toward the deposit shall be submitted by check and made payable to:

L & S Elegant Weddings and Occasion Designers

The \$2,500 deposit may be paid for in **four (4) installments of \$500.00 each**, as follows:

- \$500.00 due at contract signing
- \$500.00 due four (4) months before the wedding date
- \$500.00 due three (3) months before the wedding date
- \$500.00 due two (2) months before the wedding date

C. Final Payment

The remaining balance of the contracted price must be paid **in full no later than forty-five (45) days before the wedding date.**

D. Rescheduling Policy

If an emergency requires the wedding to be **rescheduled**, the non-refundable deposit will be **transferred to the new date**, provided the Planner is available. If the Clients cancel the wedding entirely, the deposit remains non-refundable.

8. Liability

The Planner is not responsible for:

- Vendor performance or non-performance (each vendor will have their own individual contract, and all responsibilities, terms, and obligations for that vendor will be governed by that separate agreement).
- Weather-related issues
- Venue restrictions
- Guest behavior or damage
- Acts of nature or unforeseen circumstances

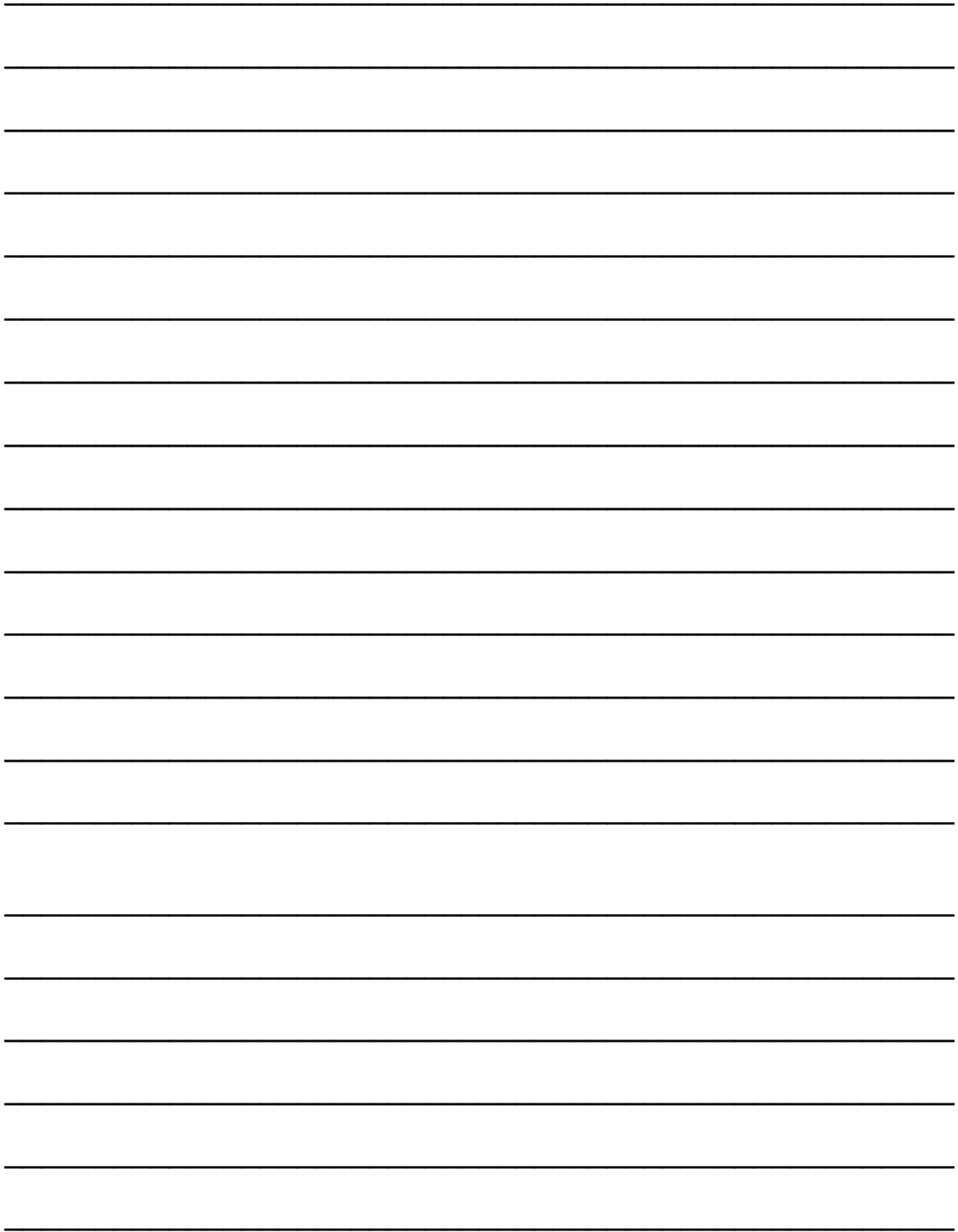
Clients agree to hold the Planner harmless from any claims arising from the event.

9. Amendments

Any changes or additions to this Agreement must be made in writing and signed by both Parties.

Amendments

This section is intentionally reserved for any future amendments to this Agreement. All amendments must be written below, dated, and signed by both Parties to be valid and enforceable. **If there are any additional details or terms not included in this Agreement, the Clients may write them in the space below for review and mutual approval.**



10. Acceptance of Agreement

By signing below, the Parties acknowledge that they have read, understood, and agree to the terms of this Agreement.

L & S Elegant Weddings & Occasion Designers

Signature: _____

Printed Name: _____ Date: _____

Clients

Printed Name: _____ Date: _____

_____ Date: _____

Printed Name: _____ Date: _____