



Skinner Chapel Getaway Elopement Reservation Form

Rich Events mailing address: 1831 12th Avenue South, Suite 431 · Nashville, TN 37203

Skinner Chapel at Scarritt Bennett Center: 1031 18th Avenue South · Nashville, TN 37212 · Scarritt Bennett Center Parking Lot A

Business Cell 615.305.2021 | Fax: 615.346.0157 | Web: www.RichEvents.org/Skinner | Email: brandon@richevents.org

Rev. Brandon Rich, Owner/Director of Weddings & Rentals of Rich Events

Requested Ceremony Date: \_\_\_\_\_ Requested Arrival Time: \_\_\_\_\_. Arrival time is subject to approval by Rich Events. The couple and any witnesses must arrive together and dressed, with rings and TN marriage license, ready to start the ceremony immediately upon arrival.

Please complete the information below about the couple eloping.

Please select \_\_\_ Bride or \_\_\_ Groom

Please select \_\_\_ Bride or \_\_\_ Groom

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Please indicate your choices below with a check mark.

Couple's preferred ceremony type: \_\_\_ Wedding \_\_\_ Renewal of Vows

Couple's preferred ceremony content: \_\_\_ Christian \_\_\_ Non-religious

Wedding Rings: \_\_\_ Yes \_\_\_ No If something other than rings, please explain \_\_\_\_\_

Getaway Elopement Guidelines for Skinner Chapel at Scarritt Bennett Center

1. The fee is \$300.00 for bookings up to 60 days in advance and \$325.00 for bookings more than 60 days in advance. The full fee must be paid in full upon booking and is nonrefundable. Once the date and time have been approved, the client will be issued a PayPal invoice to pay the fee with credit card or debit card online. Phone payments to Rich Events with credit or debit card are also possible. No cash or check payments will be accepted.

2. Rich Events will provide the couple with a standard Christian or non-religious wedding or renewal of vows ceremony including officiating services. Customization of the vows is only possible with sufficient notice and must be requested, otherwise a standard ceremony will be provided. Limit of 10 witnesses/guests.

3. Getaway Elopements at Skinner Chapel are booked by reservation only. Absolutely no walk-ins or last-minute bookings can be accepted due to scheduling issues with Scarritt Bennett Center and Rich Events. All Getaway bookings are processed and payment accepted exclusively by Rich Events. Bookings will not be completed until this form is received, reviewed and approved by Rich Events after determining availability of both staff and venue and payment is collected.

4. Due to venue and time limitations and the elopement-nature of the booking, several restrictions apply. Ceremony music and floral or other chapel decorations are not permitted, but bouquets, corsages and boutonnières are fine. Getaway Elopements are not allowed the use of dressing rooms. Couples and witnesses must arrive together and dressed for the ceremony. No changing rooms are provided nor extra time. Additionally, due to the size of the chancel and altar space, the standing bridal party is limited to the Rich Events officiant, the couple getting married and two standing attendants.

5. Couples are allowed a brief ceremony and will be allowed to take photographs. The Getaway Elopement package allows for a maximum of 30 minutes total time. Please note that a Getaway Elopement is only considered a private rental of Skinner Chapel, not of any other areas of Scarritt Bennett Center, therefore events and other campus activities may continue before, during and after these ceremonies. Reception food or beverage is not allowed. Alcohol and tobacco are not allowed. The Getaway package is intended to be a simple elopement-style ceremony consisting of the Rich Events officiant, the couple and an optional approved photographer. No more than 10 witnesses are permitted. Couples who bring a child 6 years old or younger must bring another adult (other than the couple) to supervise the child during the ceremony and photography. Rich Events and Scarritt Bennett Center often book multiple ceremonies and other events per day, therefore couples and any approved witnesses may not arrive prior to the approved/scheduled arrival time. Anyone arriving early may be prohibited from entering the chapel. Ceremonies will not be delayed or extended due to late arrivals. It is the couple's responsibility to insure that all parties arrive and depart in accordance with their scheduled booking. Bookings begin and end in accordance with the approved reservation times. Your booking does not begin when you arrive; it begins at the approved arrival time and ends after 30 minutes. You risk forfeiting the booking if you do not arrive in a timely manner. Note: Rich Events reserves the right to cancel a booking due to winter or other weather conditions that would make it impossible or unsafe to proceed. No refunds are ever provided. With 48 hours notice, bookings may be rescheduled to an available date and time to be determined by Rich Events. If the new date is more than 60 days in the future, the client may be required to pay a rescheduling fee of up to \$75.00. It is crucial that your arrival and departure is in accordance with your approved booking. Please do not arrive early or late and be sure that your witnesses do not arrive early or late.

6. Professional photography/videography for the Getaway Elopement is restricted to Dak Alley Productions 615.600.2387 DakAlley@yahoo.com and Weddings & Elopements of Nashville 615.448.8407 ElopementsNashville@gmail.com. No other professional photographers/videographers are allowed. The cost of photo/video is separate from the Rich Events fee and is set by each approved photo/video company. Contact each vendor for availability & cost information. Please note that outdoor photography on the campus of Scarritt Bennett Center is possible but restricted to specific areas of the campus due to the number of events and other weddings on the campus. Photos may not be taken in front of or beside Wightman Chapel or along 19th Avenue South. The Rich Events officiant will supervise all photography and direct the vendors and couple to allowed outdoor staging areas of the Scarritt Bennett Campus.

7. The couple is responsible to bring a current Tennessee Marriage License to the wedding. Out of state licenses are not permitted. A Marriage License may be obtained in any county in Tennessee. For details on the Davidson County Clerk in Nashville, visit http://www.nashvilleclerk.com/living/marriage-license/.

8. Rich Events is in charge of elopements at Skinner Chapel and the officiant-in-charge will enforce all Rich Events/Scarritt Bennett Center rules and regulations. Couples may not bring their own officiant, professional photographer/videographer or coordinator. Signature below indicates acceptance of all terms and conditions of the Skinner Chapel Getaway Elopement Package. The provisions of this contract are applicable through December 31, 2019.

Client Signature \_\_\_\_\_ Date of Request \_\_\_\_\_ Rich Events Signature \_\_\_\_\_ Date of Approval \_\_\_\_\_ Approved with fee of \$ \_\_\_\_\_

Bride, Groom or other responsible party

# Rich Events

Wedding Officiants & Event Management

## Vendors and Key Information for Getaway Elopements

Mailing Address: 1831 12<sup>th</sup> Avenue South, Suite 431 · Nashville, TN 37203 |

Skinner Chapel Address: 1008 19<sup>th</sup> Avenue South · Nashville, TN 37212

Cell/Text: 615.305.2021 · Fax: 615.346.0157 Email: [brandon@richevents.org](mailto:brandon@richevents.org) Web: [www.RichEvents.org](http://www.RichEvents.org)

Rev. Brandon Rich, Owner/Director of Weddings & Rentals of Rich Events

### Approved Photographers/Videographers

Dak Alley Productions  
Photos | Video  
Dak Alley, owner  
615.600.2387  
[DakAlley@yahoo.com](mailto:DakAlley@yahoo.com)  
[www.DakAlley.com](http://www.DakAlley.com)

Weddings & Elopements of Nashville  
Photos  
Michael & Michele Blair  
615.448.8407  
[ElolementsNashville@gmail.com](mailto:ElolementsNashville@gmail.com)  
<https://www.elolementsNashville.com>

### Recommended Florists

The Enchanted Florist  
Caprice Palmer, Florist  
*Appointment Only*  
Nashville, TN  
615-859-9002 • 800-297-1617  
[flwrgirlcaprice@aol.com](mailto:flwrgirlcaprice@aol.com)  
[www.EnchantedFloristTN.com](http://www.EnchantedFloristTN.com)

Daron Frazier Flowers  
615.504.5365  
[DaronFrazier@aol.com](mailto:DaronFrazier@aol.com)  
[www.facebook.com/daron.frazier.7](http://www.facebook.com/daron.frazier.7)

Publix Supermarket (Self-Service Floral)  
4324 Harding Pike | Hill Center at Belle Meade  
Nashville, TN 37205  
615.279.2038  
[www.Publix.com](http://www.Publix.com)

### Recommended Hotel Accommodations

Hilton Garden Inn/Home 2 Suites  
1715 Broadway Avenue  
Nashville, TN 37203  
615.369.5900 (Music Row Area)  
[NashvilleVanderbilt.hgi.com](http://NashvilleVanderbilt.hgi.com)

Gaylord Opryland Resort (Airport)  
2800 Opryland Drive  
Nashville, TN 37214  
615.871.6848  
[www.gaylordhotels.com/opryland](http://www.gaylordhotels.com/opryland)

DoubleTree Hotel by Hilton (Downtown)  
315 4<sup>th</sup> Avenue North  
Nashville, TN 37219  
[Nashville.DoubleTree.com](http://Nashville.DoubleTree.com)  
615.747.4822

Comfort Inn (Downtown/Music Row)  
1501 Demonbreun Street  
Nashville, TN 37203  
615.255.9977  
[www.ComfortInn.com](http://www.ComfortInn.com)

The Hermitage Hotel (Downtown)  
*Tennessee's only 5 Star Hotel*  
231 6<sup>th</sup> Avenue North  
Nashville, TN 37219  
615.244.3121  
[www.TheHermitageHotel.com](http://www.TheHermitageHotel.com)

Omni Nashville Hotel (Downtown/SoBro District)  
250 Fifth Avenue South  
Nashville, TN 37203  
888-444-OMNI  
[www.OmniHotels.com/hotels/nashville](http://www.OmniHotels.com/hotels/nashville)

### Recommended Car Service

Sedan on Demand  
509 5<sup>th</sup> Avenue South  
Nashville, TN 37203  
615.254.4600  
[tom@sedanondemand.com](mailto:tom@sedanondemand.com)  
[www.sedanondemand.com](http://www.sedanondemand.com)

### Tourism Information

Nashville Convention & Visitor's Bureau  
One Nashville Place  
150 4<sup>th</sup> Avenue North, Suite G-250  
Nashville, TN 37219  
[NashCVB@VisitMusicCity.com](mailto:NashCVB@VisitMusicCity.com)  
[www.visitmusiccity.com/visitors/](http://www.visitmusiccity.com/visitors/)

### Recommended Bridal Hair Stylists

Breon Hair Salon  
2115 Elm Hill Pike  
Nashville, TN 37210  
615.889.9975  
[info@breonhairsalon.com](mailto:info@breonhairsalon.com)  
[www.breonhairsalon.com](http://www.breonhairsalon.com)

John Grimes, Hair Stylist  
Cabinberry Farm  
Whites Creek, TN  
615.289.0866  
[jmggnash@comcast.net](mailto:jmggnash@comcast.net)  
[www.JohnGrimesHair.com](http://www.JohnGrimesHair.com)



Looking for a rideshare option? Try [Lyft](#) by visiting the iPhone App Store or Google Play on Android.

### Marriage License Information

Couples getting married in Tennessee must have a marriage license obtained in a Tennessee county within 30 days of the wedding. Couples must have their marriage license in hand before their ceremony. Be sure to check with the clerk's office that you plan to visit to be sure that they are not scheduled to be closed for a holiday or for some other reason. You can obtain the license in any of Tennessee's 95 counties but the following county clerk office is the one that most frequently serves couples in the Nashville, TN area. Please check with your local county clerk if your elopement will take place in a state other than Tennessee.

Davidson County Clerk  
Howard Office Building  
700 2<sup>nd</sup> Avenue South, Suite 101  
Nashville, TN 37210  
615.862.6050  
Monday through Friday, 8AM to 4:30 PM  
[nashvilleclerk.com/living/marriage-license/](http://nashvilleclerk.com/living/marriage-license/)

Please note that the Davidson County Clerk is not in the main courthouse downtown. It is in the Howard Office Building, which is part of the Richard Fulton Complex.

*\*Be sure to check with the County Clerk to be sure that they will not be closed on the day that you plan to get your license.*

*Certain restrictions apply to use of vendors as outlined in the Getaway Elopement Reservation Request Form*