Rich Events
Wedding Officiants & Event Management

Wedding Officiant Contract

Rich Events Mailing Address: 1831 12th Avenue South, Box 431 - Nashville, TN 37203 | Contract us for availability before submitting a contract.
Cell 615.305.2021 | Fax: 615.346.0157 | brandon@richevents.org | www.RichEvents.org | Calls/texts between 8AM & 8PM Mon-Sat & 2PM to 8PM Sundays. Email 24/7

Ceremony Date: _____ Ceremony Time:_____ Rehearsal Date*: _____ Rehearsal Time*:_____
*Rehearsal is only offered for Traditional Weddings, not elopements.

Venue Name (or list as "residence"): _____

Venue City: _____ State: ____ Zip Code: _____

Please complete the information below about the couple marrying.

Please select _____Bride or _____Groom

Name:_____

Email:_____

Cell Phone:_____

Address:_____

City: _____ State_____ Zip _____

Please select _____Bride or _____Groom

Name:_____

Email:_____

Cell Phone:_____

Address:_____

City:_____ State_____ Zip_____

Please indicate your choice of either a Traditional Wedding or an Elopement Wedding. Only select one.

Preferred Ceremony Type:

_____**Traditional Wedding** - Standard Booking: $400.00 fee. See Officiant Guidelines below for details.
This option comes with ceremony samples for a customized ceremony script. This option comes with up to two optional planning meetings with Rev. Rich in his Belmont Mansion office. Phone calls, text messages and email are also welcomed. *If available, Rev. Rich may participate in a separate ceremony rehearsal.

_____ **Elopement Wedding** - Standard Booking: $200.00 fee. See Officiant Guidelines below for details
This option comes with a standard Christian or nonreligious ceremony that is not customized. This option does *not* allow for rehearsal or planning meetings, but phone calls, text messages and emails are welcomed. If selecting an elopement booking, please mark your choices below for the content of your ceremony.

Elopement Ceremony Content: _____ Christian _____ Nonreligious

Exchanging Wedding Rings: _____ Yes _____ No

Writing Personal Vows: _____ Yes _____ No

Optional Upgrades:

___ Personal hand-delivery of completed Tennessee Marriage License to the Davidson County Clerk* after the wedding: $25.00

___ Custom Ceremonial Certificate of Marriage or Renewal: $25.00 *Service only available to this one Clerk's office*

___ Robe & Stole $25. Rev. Rich can wear his black robe and white stole. This must be selected at least 24 hours before ceremony.

Officiant Contract Guidelines

1. Rev. Brandon Rich will provide service at the agreed upon date, time and location and for specified fees.

2. Standard fees are $200.00 for Elopements and $400 for Traditional Weddings. Elopements at peak times (Saturday evenings in the Spring and Fall), on major holidays, on other special occasions, or in situations that carry other special circumstances may be charged $300.00. The total fee assessed for a Traditional Wedding or Elopement is determined by factors including location, parking, travel, time, day/date, notice provided, special requests, required attire and the complexity of the ceremony. Rich Events may assess a surcharge for incurred expenses over and above the standard fee. Rich Events will evaluate the information provided on this form and from calls/messages and indicate fee plus any assigned expenses in an invoice. Rich Events will issue an online invoice for credit/debit card payment for a 25% nonrefundable deposit. The final balance of 75% must be paid prior to the beginning of the ceremony and is nonrefundable. Deposit and final payments must be made with debit card, credit card, Venmo or cash. Checks are not accepted.

3. Rev. Rich will officiate and provide the couple with a ceremony based on preferences selected in this contract. Rev. Rich will return the signed marriage license forms to the county clerk of record by mail. The Marriage License must be issued from the state where the wedding ceremony takes place. For information about a Tennessee Marriage License, please visit NashvilleClerk.com. Couples are encouraged to hand-deliver their marriage license paperwork themselves, if possible.

4. All ceremonies are scheduled on the Rich Events calendar, so your ceremony will not be considered booked until this form is received, reviewed and approved by Rich Events and payment arrangements reviewed and approved.

5. Rich Events reserves the right to refuse to officiate without refund if the location, time or date are changed by the couple without prior consent or if the couple has chosen a location that is unsuitable, inappropriate, unsafe or would endanger the safety or reputation of Rich Events, or if the couple has misrepresented significant aspects of the booking. If the couples does not show up, the booking is forfeited without refund. This contract is valid through December 31, 2022.

_____ _____
Client Signature Date
(Bride, Groom or other responsible party)