



Just Married Elopement Contract - \$500.00 Package

GPS Location: 17th Ave. S. & Acklen Ave. Nashville, TN 37212

Phone: 615.305.2021 · Email: brandon.rich@belmont.edu · Rev. Brandon Rich, Director of Weddings & Rentals
www.BelmontMansionEvents.com or www.RichEvents.org.

Ceremony Date: _____ Arrival Time: _____ (Arrival time is subject to approval by Rich Events)

Please complete the information below about the couple eloping.

Please select ___ Bride or ___ Groom

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Name: _____
(First and last; indicate any different "preferred name" for ceremony)

Name: _____
(First and last; indicate any different "preferred name" for ceremony)

Email: _____

Email: _____

Cell Phone: _____
Please use (xxx) xxx-xxxx format

Cell Phone: _____
Please use (xxx) xxx-xxxx format

Address: _____

Address: _____

City: _____ ST: _____ Zip: _____

City: _____ ST: _____ Zip: _____

Please indicate your choices below with a check mark. Please complete this entire section.

Preferred ceremony type: ___ Wedding ___ Renewal of Vows *Note: Couple is responsible to bring a valid [Tennessee Marriage License](#) for weddings. A Marriage License obtained outside Tennessee is not acceptable.*

Preferred ceremony content: ___ Christian ___ Non-religious *Belmont Mansion is decorated for Christmas from mid-November through early January. No Christmas décor will be removed or altered. The mansion has ongoing restoration projects which may alter the appearance of the venue.*

Exchanging wedding rings: ___ Yes ___ No

Planned number of guests: ___ **Limit is 4 guests in addition to the couple eloping**

Upgrades:

- ___ Decorative Floral \$50. Three artificial floral arrangements: one in bay window and two smaller arrangements by the staircase
- ___ Candelabras \$50. Four candelabras total, two on each side of the bay window. Electric candles are provided.
- ___ Decorative Certificate of marriage or renewal, suitable for framing. \$25. Not needed with Davidson County Marriage License
- ___ Commemorative Vows Certificate \$25. Couple's wedding vows printed on certificate paper, suitable for framing.
- ___ Hand-delivery of signed TN marriage license to the Davidson County Clerk \$25. **Only available for Davidson County Clerk paperwork.**
- ___ Robe & Stole \$25. Rev. Rich wears ministerial robe and stole. This must be selected at least 24 hours before ceremony.
- ___ Pre-marital Counseling take-home program \$25. Available for Davidson County and Williamson County, TN marriage licenses. Must be booked at least 5 days in advance of the ceremony to allow time to complete the program and verification.

We encourage you to contact us prior to booking with any questions about the upgrades or any other aspect of the booking.

Terms and Conditions of the Belmont Mansion Just Married Elopement

1. The combined package is \$500.00 + any upgrades and must be paid in full upon booking and is nonrefundable. Once the date and time have been approved by Rich Events, the client will be issued an online invoice to pay the \$225.00 venue portion of the package + any upgrades. Elopements of Nashville will then issue the other invoice to pay the \$275.00 photography portion of the package + any upgrades. The total time is up to 15 minutes and the total number of guests is 4 in addition to the couple eloping, for a total of 6 people. The ceremony will be inside the mansion in front of the bay window. This is a simple, intimate elopement, so there is no music, no processional, and there are no venue previews or planning meetings, but calls, texts and emails to Rev. Rich are welcomed.
2. Rev. Brandon Rich officiates a standard Christian or non-religious wedding or renewal of vows ceremony. Just Married Elopements are not allowed music. Clients are not permitted to bring their own officiant, professional photographer, videographer or their own decorations, but bridal bouquets and boutonnieres are acceptable, but should be brought by the couple, not delivered. ss
3. The couple eloping and any guests must arrive together, dressed and ready for the ceremony. **No separate entrances for the couple eloping, and no first-look photographs. This means that bride and groom may not arrive separately.** The couple and guests are not permitted to change into or out of their wedding attire at Belmont. 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. Alcohol, reception food/beverages and tobacco are not allowed. The couple and guests will need to leave immediately at the end of booking. No one is permitted to stay at Belmont, neither inside the mansion or outside on campus, beyond the 15 minutes of the booking. Total time allowed is up to 15 minutes from entrance to exit, with the ceremony taking approximately 5 minutes. If the couple has personally-written vows, they should be brief. Please note: the ceremony and/or time for photos may be abbreviated due to personal vows.
4. Clients and guests must arrive precisely at the approved time on their contract. Ceremonies will not be delayed or extended due to late arrivals. It is the couple's responsibility to ensure that all parties arrive and depart on time. The client risks forfeiting all or part of the booking if the group does not arrive in a timely manner. Bookings may be rescheduled to a new available date that is no more than 180 days beyond the original booking date, otherwise the booking is forfeited. The client must notify Rich Events at least 24 hours before a scheduled booking to be eligible for rescheduling, otherwise the booking is forfeited with no refund provided. Rich Events reserves the right to cancel or reschedule a booking due to winter or other weather conditions, a pandemic, or other extraordinary situation that would make it impossible or unsafe to proceed. No refunds are ever provided. It is crucial that arrival and departure is in accordance with the approved booking.
5. Professional photography is required in this package and is provided by Elopements of Nashville. No other paid or non-paid photographers/videographers are allowed. Photography may not continue at Belmont after the approved package time concludes: no exceptions. **Ceremony photos and staged photos for this package are only taken inside the mansion.** Outdoor photos are only taken with the larger packages, starting with the Getaway Elopement. Due to time constraints and to insure the best environment for the ceremony and staged photos, guests may not take photos until the Elopements of Nashville photographers are done. The couple must inform guests in advance to be present in the moment, enjoy the ceremony and staged post-ceremony shots, and put their cameras and cell phones away until the photographers finish all staged photos toward the end of the booking.
6. Rich Events manages elopements at Belmont Mansion and will enforce all Rich Events/Belmont rules and regulations. Violation of contract guidelines may result in cancellation of the booking without refund. Signature indicates acceptance of all terms and conditions of this contract. The provisions of this contract are applicable through December 31, 2022. Upon acceptance of this contract, Rich Events will issue an online invoice to collect the venue fee and Elopements of Nashville will issue an online invoice to collect the photography fee.

Client Signature

Date of Signature

(Bride, Groom or other responsible party)