



Lisa Jacobs • Celebrant

## WEDDING CEREMONY BOOKING FORM

Sunshine Coast, Queensland - 0403331174

Your details									
Bride/Partner 1		Surname			First & other names				
Groom/Partner 2		Surname			First & other names				
Birth Certificate		<input type="checkbox"/>							
Divorce Certificate (Absolute)		<input type="checkbox"/>							
Death Certificate		<input type="checkbox"/>							
Consent (party under 18)		<input type="checkbox"/>							
Your Wedding									
Wedding day & date					Wedding ceremony time				
Wedding ceremony venue					Indoors		Outdoors		
Confirmed <input type="checkbox"/> Yes <input type="checkbox"/> No									
Wedding ceremony address									
Alternative wet weather venue									
Number of people attending wedding					Colour Scheme				
Wedding theme									
Contact Details for Ceremony Planning									
Celebrant contact person:									
Address					State		Post Code		
Home phone					Mobile				
Email									
Address after marriage <i>(if changed)</i>									
Your Ceremony									
First witness		Surname			First & other names				
Second witness		Surname			First & other names				
Wedding party <i>(provide full details; please indicate if children under 12)</i>									
Arrival time of Bride					Arrival time of Groom <i>(20 min before)</i>				
Will you be given away?		Yes		No		If so, by whom?			
Name of photographer									
Do you require a rehearsal?		Yes		No		If yes, requested date of rehearsal			
Do you require a PA system		Yes		No		Do you require a signing table		Yes	
								No	

**Please refer over page for booking conditions**



Lisa Jacobs • Celebrant

**By signing this document, we acknowledge and agree that:**

1. In order to secure the booking this form is to be completed and sent to the Celebrant, not less than 45 days before the wedding (unless agreed by the Celebrant).
2. A non-refundable deposit of \$100 must be paid within 7 days of the Celebrant acknowledging the booking form has been received.
3. The balance of the fee is payable at the rehearsal prior to the wedding, or at least 21 days prior to the wedding if there is no rehearsal.
4. *Whispered Words* reserves the right to charge a detainment fee of \$100 should the bridal party delay ceremony proceedings for a period exceeding 30 minutes, without due cause.
5. *Whispered Words* undertakes to discount fees by 50% if the Celebrant delays proceedings of the ceremony, without due cause.
6. The Celebrant will be advised of any change in the date and / or time as soon as possible.
7. If the wedding date is changed, the deposit will be held over to a new date, as long as the Notice of Intention to Marry is active (up to 18 months) and subject to Celebrant availability.
8. The couple will be responsible for all other costs involved with a change in date. A new schedule of fees may be negotiated between the couple and Celebrant.
9. The ceremony is unable to take place if all the required documents have not been sighted and all fees (as per the fee schedule) have not been paid.
10. The refund policy outlined on Fee Invoice is accepted.

Signature of Bride

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Groom

\_\_\_\_\_

Date

\_\_\_\_\_