

SAMPLE WEDDING BUSINESS CONTRACT PACKAGE

The Wedding industry is a \$55 billion industry in the US and \$300 billion worldwide (Source: Huffington Post). But behind those sheets of lace and satin, bows and roses lies a dangerous place for its 500,000+ business members—a world of uncertainty, possible lawsuits and just flat-out going out of business.

You need to have a contract to safeguard yourself, your family and your business.

The street also goes both ways—it's security for the client to know that what she is purchasing, be it a service, product or combination of both, will be provided and that she has recourse if it is not.

Below you will find sample contracts from various sections of our vast industry. PLEASE NOTE: I am not an attorney nor am I offering you legal advice or direction via this document; but rather a form of research for your very own contract. I highly recommend you contact an attorney to draw up a contract specific to your needs.

Necessary Components of a Contract:

Business Info	Location(s)	Deposit/Retainer Required	Refund Policy
Client's Info	Date for Service	Start/stop Times	Cancellation Policy
Exclusivity	Payment Schedule	Special Policies/Provisions	Delivery/Setup
Weather Clause	Substitution Policy	Changing the Order	Tear Down
Date Contract Signed	Physical Signature Line	*Unique Policies/Provisions just for you	

SAMPLE PHOTOGRAPHY AGREEMENT

Wedding Photography Contract

Primary Client's Name _____ Date _____

Address _____ Telephone _____

Spouse-to-Be's Name _____

Couple's future address (if different):

Locations for Wedding Photography

[] Home, address _____ Date _____ Time _____

[] Ceremony, address _____ Date _____ Time _____

[] Reception, address _____ Date _____ Time _____

ABC Photography requests 1/3 of package fee as deposit to hold the date for your wedding, to be paid at the time of signing this contract.

[] Photography Services Fee..... \$ _____

[] Deposit (Date paid _____)..... \$ _____

[] Other services (_second photographer _____)..... \$ _____

Extra Charges

Overtime \$ _____ x _____

Travel..... \$ _____

Total Due \$ _____

Less deposit \$ _____

Balance Due \$ _____ (due on xx/xx/xx)

***Balance does not include additional time that may be requested after the signing of this contract.**

Client accepts responsibility to pay for any additional time at the rate of \$100 per hour.)

The parties have read both the front and back of this Agreement, agree to all its terms, and acknowledge receipt of a complete copy of the Agreement signed by both parties. Each person signing as Client below shall be fully responsible for ensuring that full payment is made pursuant to the terms of this Agreement.

Client _____

Client _____

Photographer **Katie Jett Walls** Date _____

This Agreement is subject to all the terms and conditions outlined below.

Services Performed by Photographer:

- The photographer will consult with the clients prior to the event to review any requests with regard to desired images, go over timeline for event, and if possible view the venue in advance of the event.
- On the day of the event, the photographer will arrive at the contracted starting time, provide photography services throughout the event and conclude services at the agreed on time, unless client and photographer agree to extend services at the rate of \$100/hr (charged per quarter-hour).
- The photographer will review all images from the event and edit those that are in keeping with the highest quality and style of the photographer's work. The photographer reserves the right to withhold any images not in keeping with her standards. Client can expect around 250 final images from a 6-hour booking.
- Your wedding fee includes digital files at low-resolution (suitable for printing up to 5x7) delivered via digital download, reprint permission, and 20% the list price from photographers a la carte products menu. Full resolution images with reprint permission on a keepsake USB drive can be purchased for \$200 per image or as a set for \$1000.
- Photographer will present your digital proofs via online gallery within 15 days following your wedding, and deliver your low-resolution files within 20 days. Additional ordering may be arranged via phone or in-person meeting, and orders placed with your photographer are typically delivered within 3 weeks of ordering. Payment plans are available on product orders over \$750. Your online gallery remains available for 45 days. Your 20% discount is in effect for 3 months after your wedding, after which it reduces to 10% for an additional three months. Items ordered after 6 months are available at full price, based on prices at the time of the order.
- ABC Photography is honored to be chosen as your photographer and will strive to exceed your expectations and provide images that delight you.

Terms and Conditions

1. Exclusive Photographer. ABC PHOTOGRAPHY photographer(s) shall be the exclusive photographer(s) retained by the Client for the purpose of photographing the wedding. Family and friends of the Client shall be permitted to photograph the wedding as long as they shall not interfere with the Photographer's duties and do not photograph poses arranged by the Photographer.

2. Deposit and Payment. The Client shall make a deposit to retain the Photographer to perform the services specified herein. At such time as this order is completed, the deposit shall be applied to reduce the total cost and Client shall pay the balance due. If the Client refuses delivery of the order or refuses to pay within thirty (30) days of this order, Client shall be in default hereunder and shall pay 12% percent interest on the unpaid balance until payment is made in full.

3. Cancellation. If the Client shall cancel this Agreement forty-five (45) or more calendar days before the wedding date, any deposit paid to the Photographer(s) shall be refunded in full. If Client shall cancel

within thirty days of the wedding date and if the Photographer does not obtain another assignment for that date, liquidated damages shall be charged in a reasonable amount not to exceed the deposit.

4. Photographic Materials. All photographic materials, including but not limited to digital media storage devices, photographic files, negatives, and transparencies, shall be the exclusive property of the Photographer. The Photographer shall provide one USB drive containing digital photograph files available to the Client. The USB containing digital files belong to the Client. The files contained therein belong to the ABC Photography Photographer(s).

5. Copyright and Reproductions. The Photographer shall own the copyright in all images created and shall have the exclusive right to make reproductions, except where permission is granted to Client to make reprints from the CD of images provided. **Client has permission from Photographer(s) to reproduce these images in what sizes they desire with what lab they choose.** The Photographer shall only make reproductions for the Client or for the Photographer's portfolio, samples, self-promotions, entry in photographic contests or art exhibitions, editorial use, or for display within or on the outside of the Photographer's studio. If the Photographer desires to make other uses, the Photographer shall not do so without first obtaining the written permission of the Client.

6. Client's Usage. The Client is obtaining prints for personal use only, and shall not sell said prints or authorize any reproductions thereof by parties other than the Photographer. In particular, Client may not share unwatermarked images from your session or event with other vendors; vendors desiring images should consult the photographer for copies of images made at your event.

7. Failure to Perform. If the Photographer cannot perform this Agreement due to a fire or other casualty, strike, act of God, or other cause beyond the control of the parties, or due to Photographer's illness, then the Photographer shall return the deposit to the Client but shall have no further liability with respect to the Agreement. This limitation on liability shall also apply in the event that photographic materials are damaged in processing, lost through camera malfunction, lost through computer malfunction, lost in the mail, or otherwise lost or damaged without fault on the part of the Photographer. In the event the Photographer fails to perform for any other reason, the Photographer shall not be liable for any amount in excess of the retail value of the Client's order.

8. Photographer. The Photographer may substitute another photographer to take the photographs in the event of Photographer's illness or of scheduling conflicts. In the event of such substitution, Photographer warrants that the photographer taking the photographs shall be a competent professional.

9. Inherent Qualities. Client is aware that color dyes in photography may fade or discolor over time due to the inherent qualities of dyes, and Client releases Photographer from any liability for any claims whatsoever based upon fading or discoloration due to such inherent qualities.

10. Photographer's Standard Price List. The charges in this Agreement are based on the Photographer's Standard Price List. This price list is adjusted periodically and future orders shall be charged at the prices in effect at the time when the order is placed.

13. Miscellany. This Agreement incorporates the entire understanding of the parties. Any modifications of this Agreement must be in writing and signed by both parties. Any waiver of a breach or default hereunder shall not be deemed a waiver of a subsequent breach or default of either the same provision or any other provision of this Agreement. This Agreement shall be governed by the laws of the District of Columbia.

Sample DJ Agreement

Made _____(month) _____(day), 201____, between
_____(your name), hereinafter referred to as the Purchaser(s),
and ABC DJ, hereinafter referred to as the DJ.

WITNESSETH NOW THEREFORE

A \$100.00 non-refundable security deposit is required when booking your event. This deposit is deducted from your total event cost and will show in your invoice statement. In consideration of the payment by the Purchaser(s) of \$_____ (total agreed price of event) as well as the various promises and the agreements set forth below, the Parties agree and intend to be legally bound as follows:

1. ABC DJ shall provide up to _____ (hours of DJ service) for the Purchaser(s) at the following location:

NAME OF RECEPTION VENUE:

2. The DJ Service, referenced in Paragraph 1, shall be provided and accepted on the following date and time of the engagement:

3. The DJ Service, referenced in Paragraph 1 shall consist primarily of providing musical entertainment by means of a downloaded MP3 music format.

4. ABC DJ shall, at all times, have unmitigated control of its DJ Services.

5. In the event that additional hours of DJ Services are requested after the finish time this agreement is executed, and ABC DJ accepts said request, additional DJ Services will be charged at the rate of \$100.00 per hour, payable the day of the engagement. The parties understand and agree that it may not always be possible to provide additional performance time; ABC DJ is under no obligation to accept an offer to purchase additional hours of DJ Services.

ADDITIONAL TERMS AND CONDITIONS

The agreement of the DJ to perform is subject to proven detention by accidents, transportation issues, riots, strikes, epidemics, any random acts of God, or any other legitimate conditions beyond their control. If such circumstances arise, all reasonable efforts will be made by ABC DJ to make it to the event or find replacement entertainment at the agreed upon fees. Should ABC DJ be unable to procure a replacement, Purchaser shall receive a full refund.

PLEASE RETURN CONTRACT TO:

ADDRESS

CITY

STATE

ZIPCODE

PHONE NUMBER

EVENT DATE

ESTIMATED START TIME

EXPECTED AMOUNT OF GUESTS

ESTIMATED FINISH TIME

Purchaser(s) agree that ABC DJ's liability shall not be liable in any amount of damage which exceeds the performance fee(s) recited above. Further, the Purchaser(s) agree that ABC DJ shall not be liable for indirect or consequential damages arising from any breach of contract. It is understood that if ABC DJ subcontracts services for your event and any liability issues or breach of this contract occurs, the subcontractor is the responsible party. ABC DJ is not responsible for the subcontracted services provided, equipment, or performance of services. Any and all issues, court costs, attorney fees and legal damages are the responsibility of the subcontractor, not ABC DJ.

The Purchaser(s) and DJ agree that this contract is not subject to cancellation unless both parties have agreed to such cancellation in writing. In the event of cancellation by the Purchaser(s) within 60 days of the their event date, the Purchaser(s) shall pay the DJ the amount of \$300.00 as liquidated damages, plus a reasonable attorney's fee. If the Purchaser(s) cancel the event within 30 days of the set event date, the Purchaser(s) shall pay the DJ the total agreed amount set forth on the contract as liquidated damages, lose their security deposit, plus a reasonable attorney's fee.

It is further agreed that the Purchaser shall be liable for any and all injury or damage to the DJ, or property of the DJ, while on the premises of said engagement, if damage is caused by Purchaser or guest, members of his organization, engagement invitees, employees, or any other party in attendance, whether invited or not.

It is understood that if this is a "Rain or Shine" event; ABC DJ's compensation is in no way affected by inclement weather. For outdoor performances, Purchaser shall provide overhead shelter for setup area. The DJ reserves the right, in good faith, to stop or cancel the performance should the weather pose a potential danger to him, the equipment, or audience. every effort will be made to continue the performance. however, safety is paramount in all decisions. The DJ's compensation will not be affected by such cancellation.

In the event of circumstances deemed to present a threat or implied threat of injury or harm ABC DJ staff or any equipment in ABC DJ possession, ABC DJ reserves the right to cease performance. If the Purchaser is able to resolve the threatening situation in a reasonable amount of time (maximum of 15 minutes), ABC DJ shall resume performance in accordance with the original terms of this agreement. Purchaser shall be responsible for payment in full, regardless of whether the situation is resolved or whether ABC DJ resumes performance. In order to prevent equipment damage or liability arising from accidental injury to any individual attending this performance, ABC DJ reserves the right to deny any guest access to the sound system, music recordings, or other equipment.

Purchaser shall provide ABC DJ with safe and appropriate working conditions. This includes a 10-foot by 10-foot area for setup, space for setting up speakers and lighting stands. ABC DJ requires a minimum of one 15-20-amp circuit outlet from a reliable power source within 25 feet (along the wall) of the set-up area. This circuit must be free of all other connected loads. Any delay in the performance or damage to DJ's equipment due to improper power is the responsibility of the purchaser. Two circuits are preferred, where possible. Additional outlets on SEPARATE circuits for lighting (if contracted for are required. Purchaser shall provide crowd control if warranted; and furnishing directions to place of engagement. Purchaser is responsible for paying any charges imposed by the venue. These charges may include, but are not limited to, parking and use of electric power.

A written event/music planner or music request list must be received from the Purchaser and forwarded to ABC DJ not less than 1 month prior to the date of the engagement for it to be included in ABC DJ programming outline. ABC DJ will attempt to play Purchaser's and Purchaser's guests' music requests, conditioned upon availability.

In the event of non-payment, ABC DJ retains the right to attempt collection through the courts. Purchaser agrees to be held responsible for all court costs, legal fees, and collection costs incurred by ABC DJ. Purchaser shall be charged \$30 for each returned check. It is agreed that Michigan law shall control all aspects of this Agreement.

Purchasers agree to make all necessary arrangements to provide the DJ with access to the event venue not less than 2 hours before the engagement and 1 hour after the engagement for setup and takedown. ABC DJ also requests ramp or elevator access between the parking/service entrance and the setup area. If Purchaser or venue requires ABC DJ to complete setup more than 3 hours before the start time, or to postpone takedown more than 1 hour after the end time indicated, the additional time will be charged at the rate of \$50.00 per half-hour.

SPECIAL PROVISIONS AND SERVICES REQUESTED

By executing this contract as Purchaser, the person executing said contract, either individually, or as an agent or representative, represents and warrants that he or she is eighteen (18) years of age, and further, if executing said contract as agent or representative, that he or she has the authority to enter into this agreement and should he or she not have such authority, he or she personally accepts and assumes full responsibility and liability under the terms of this contract. This document, together with any attachments initialed by the parties, shall constitute The ENTIRE AGREEMENT of the parties. If any part of this contract is illegal or unenforceable, the remaining provisions of this contract will remain valid and enforceable as to both parties. Again, this document contains the entire agreement between the parties and no statement, promises, or inducements made by any party hereto, or agent or representative or either party hereto, which are not contained in this written contract, shall be valid or binding. This contract shall not be enlarged, modified, or altered except in writing by both parties and endorsed hereon.

The laws of the State of Michigan shall govern this agreement. In the event that legal proceedings are initiated by either party, it is agreed that proper venue shall be in Kent county. Purchaser(s) agree to indemnify, defend, assume liability for and hold ABC DJ's harmless from any claims, damages, losses and expenses by or to any person, regardless of the basis, which pertains directly or indirectly to ABC DJ performance. In the event that a civil action arises in an effort to enforce any provision of this agreement, the losing party shall pay the attorney's fee and court costs of the prevailing party.

Purchaser(s) may not transfer or assign this contract to another party without the prior written consent of ABC DJ.

The PARTIES acknowledge that they have read the above Agreement in its entirety, understand all of its terms and conditions, have had an opportunity to review the same with legal counsel, and agree to abide by the terms of this agreement of his/her own free will and consent.

DATE_____

PURCHASER SIGNATURE_____

ADDRESS_____

CITY_____ STATE_____ ZIPCODE_____

EMAIL ADDRESS_____

HOME PHONE_____

CELL PHONE_____

DATE_____

ABC DJ SIGNATURE_____

Sample Wedding Cake Agreement

Your Company Name

Wedding Cake Order Form

Order Date

Wedding Date:_____

Bride Name:

Number of Servings: _____ **Cost Per Serving:** _____

Setup Time: _____ **Delivery Distance:** _____

Event Location & Phone

Cake Details

Cake Flavor

White Chocolate Lemon
Coconut Banana
Carrot or Italian Cream (Extra Charge)

Filling Flavor

Raspberry Lemon Key Lime
Strawberry Pineapple
Bavarian Cream Chocolate Fudge

Frosting:

Fondant:

Main Color:

Accent Color:

of Tiers: Sizes:

Flowers: **Buttercream** **Fondant** **Royal** **Gumpaste** **Fresh** **Silk**

Type and Colors

Flowers Provided by: _____ Flower Cost: _____

Other Details and Decorations:

A large grid of graph paper with 20 columns and 10 rows. The grid is composed of small squares, with a slightly larger square at the top left corner, likely for a title or header. The grid is used for drawing or writing.

Equipment Details

Equipment Return Date: _____		Equipment Security Deposit: _____	
Person Responsible for Return: _____		Phone: _____	
Equipment Details			

"I agree to the terms set out in this contract and agree that I am the person responsible for all payments and decisions regarding this cake order."

Address: _____

1. Your initial deposit reserves your event date and is **non-refundable**.
2. We must receive the balance by the due date indicated or contract is null and void, and deposit will not be refunded.
3. The date of your final payment is the final date for any changes of size, style or flavors of the cake. Any changes requested after this date cannot be guaranteed and may be subject to additional charges.
4. Delivery and setup is (enter your own terms and price).
5. We are not responsible for any damage to the cake after setup is complete. You are responsible for providing an appropriate and secure table and environment for the cake(s). Cakes are heavy and require a sturdy table, and optimal room temperature of 75 degrees or below.
6. If flowers are provided by an outside source, we will arrange up to 25 stems free; \$1 for each additional stem. You acknowledge that fresh flowers are not a food product, and may contain pesticides, insects, dirt, or other contaminants.

7. If you or your representative elect to pick up and set up the cake, you assume all liability and responsibility for the condition of the cake once it leaves (your company name's) possession.
8. On occasion we will photograph our cakes and we reserve the right to use any photographs for display or promotion without compensation to you.
9. Our products may contain or come into contact with milk, wheat, nuts, soy, and other allergens. You agree to notify your guests of this risk and hold us harmless for allergic reactions.
10. Performance of this agreement is contingent upon the ability of (your company name) to complete the agreement and is subject to labor disputes or strikes, accidents, Acts of God, and other causes beyond our control.

Sample Florist Agreement

This agreement is being entered into this ____ day of ____ by and between ABC, Inc., for wedding flowers, herin referred to as the "ABC Florist" and _____ herein referred to as the "Signee".

Flowers are, by nature, temporary items. ABC Florist uses only the highest quality flowers. Fresh flowers may wilt sooner than expected and will also be adversely affected by wind, rain, rough handling, sunlight, heat, cold, lack of water and nutrition and other uncontrollable factors. ABC Florist cannot be held responsible for these occurrences.

Exact color matches cannot be guaranteed, as there are many variations of the same color (*for example, white comes in over 100 shades*); however, we will do everything in our control to create the closest color match possible. ABC Florist reserves the right to make any and all changes including flower substitution only in the best interest of the signee in the event of unexpected circumstances. It is our standard to design your décor exactly as requested. Should the signee not specify a detail it is the discretion of ABC Florist as to how to handle the detail. For example, should the signee not elect pin-on or wrist for the mechanics of the corsages, ABC Florist will automatically assume pin-on and reserves the right to make such a decision on the signee's behalf.

ABC Florist also advises against consuming flowers in any manner and cannot be held responsible for instances resulting from the consumption of flowers or materials.

Consultations Your first and final consultations are complimentary and no fee is assessed to you. Any additional consultations will be administered at the rate of \$50 per consultation.

Retainer The first \$250.00 of your initial payment is a Non-Refundable Retainer Fee payable to ABC Florist by cash, check, or credit card which reserves your event's date and time and guarantees ABC Florist will be available to decorate for your event.

Payments A \$250.00 non-refundable retainer fee is required upon signing of this agreement payable by cash, check or credit card. The retainer fee is deducted from the total amount of your décor. You are able to submit more than the required retainer and/or make incremental payments should you elect. The remainder of the balance is due IN FULL at the final consultation date which must occur no less than twenty-two (22) days prior to the event. Should

payment not be rendered at the final consultation a late fee of 15% will be assessed. In the event payment is not received by fourteen (14) days prior to your event the décor will not be designed or delivered and the Signee forfeits any monies paid.

Refund Policy The \$250.00 retainer is Non-Refundable. The remainder of any other payments made between today and your event's date is refundable on a percentage scale based upon the date of written notice of cancellation. The scale is as follows: Six (6) months or more prior to the event... 100%; three-six (3-6) months prior to the event... 50%; one-three (1-3) months or less prior to the event...0%. In the event of total cancellation of our services (i.e., ABC Florist will not be designing anything for your event) less than 60 days prior to your event a \$250 cancellation fee must be paid to ABC Florist.

Delivery and Setup

Delivery and setup is available to all areas of Franklin County/Greater Columbus area, Powell, Lewis Center and Galloway, Ohio, unless otherwise noted. Delivery and setup are available when your subtotal is equal to or greater than \$1,000.00. The cost of this service is covered by the Service Charge (see "Service Charge" for more information). Delivery includes transportation to the locations listed in this document. Setup includes onsite installation of items listed on your final order unless otherwise noted.

Service Charge The service charge includes delivery and setup at up to two (2) locations of items purchased or rented from ABC, Florist. The service charge does not cover placement of items provided by the Signee or a third party; there is an additional labor charge of \$75 per hour if Signee elects and ABC Florist agrees to place items not provided by ABC Florist. The service charge also compensates for all administrative duties, including but not limited to: ordering flowers, communicating with growers, shipping fabric swatches to growers, processing the shipment of flowers, breaking down and disposal of boxes, disinfecting vases etc. The service charge shall be no more than fifteen percent (15%) of the total cost of your wedding décor. The service charge may fluctuate (at the discretion of ABC Florist) should you increase or decrease the size of your order. Should you elect to pick up your flowers at the store, the service charge will be five percent (5%) of the total cost of your wedding décor.

Changes and Cancellations This contract pertains only to the date and time listed herein. Any changes to date, time or decor are subject to availability, must be amended to the proposal and are covered by the conditions of this agreement. All final changes and additions must be made at or prior to the final consultation. Any additions or changes will be subject to any charges related to cost of materials, flowers and labor. It is advised to keep a list of all the changes and additions you would like and submit the list at your final consultation. There is no fee for changes/redesigns at the final consultation. In the event of complete cancellation of our

services (i.e., ABC Florist will not be designing anything for your event) less than 60 days prior to your event a \$250 cancellation fee must be paid to ABC Florist.

Additions: Décor additions will be accepted up until fourteen (14) days prior to your wedding and are subject to availability.

Changes: Décor changes (i.e., color, type of flower, size of arrangement, etc.) are subject to any additional charges related to cost of materials, flowers and labor plus may be subject to additional fees based on availability. No changes may be made after the final consultation.

Substitutions: We reserve the right to make substitutions in the event the flowers received are not of the quality suitable for the signee's event or should the flowers specified not be available. In this event, the integrity of the proposed color scheme will be maintained and flowers of equivalent value will be used. *Example: Wax flowers ordered as an accent flower for bouquets but weather conditions cause unavailability or poor quality. Pink heather or similar accent would be used. Red roses would not be substituted for white orchids.*

Cancellations: Cancellations of any items made after the final consultation are subject to a 100% cancellation fee per piece. No monies will be refunded.

Samples and Mock-Ups At your final consultation, a sample of your centerpiece as designed by ABC Florist (Please note: we do not provide a complimentary mock-up of a centerpiece we are not designing and is not listed on your proposal) will be provided. If you have more than one style of centerpiece for your wedding, you may elect to see one style free of charge. This is a one-time offer and if you would like to see additional arrangements there is a charge for them (to cover the cost of the materials). Centerpieces must be viewed at the shop and remain at the shop. If you would like a sample of your bouquet there is a charge for the bouquet and you get to keep it. If you would like to see loose sample flowers, there may be a charge for special order flowers (if it is an in-season flower and color we normally stock, there is no charge; if we have to special order it there may be a charge).

Outdoor Décor ABC Florist cannot be held responsible for inclement weather, acts of God, vandalism, etc.. ABC Florist cannot guarantee perfect results with flowers placed outside. All outdoor décor must be conducted in a safe manner and there must be an indoor rain contingency. In the event there is no contingency plan the decor will still be designed and/or delivered however there is no refund of any monies as stated in the refund policy.

Party Responsibilities The signee of this contract is granting permission for ABC Florist to work under the specified conditions agreed upon in the proposal and agrees to accept responsibility

for all personal and real property including any props and products (frames, containers, glassware, pillars, pedestals etc.) that are the property of ABC Florist and are to be listed on a "rental" basis with or without a rental fee. All "rental" materials, which shall be listed on the final order, are the responsibility of the signee and should be returned by 5:00pm no later than two (2) business day in the original condition (Example: Your event is on Saturday. Rented items must be returned no later than following Tuesday by 5pm). Signee also agrees to any reimbursement required to ABC Florist for lost, stolen, or damaged materials equal to the value of the original product.

Setup/Cleanup ABC Florist will setup the décor for the amount stated under Service Charge. Delivery charges may apply. A crew may be provided for décor removal and/or to pick up any rented items at the rate of \$100.00/hr with one hour minimum. Otherwise, cleanup and strike down (including returning rented items) is the responsibility of the signee. Should the signee elect to have ABC Florist cleanup, the fee must be rendered at the final consultation. Vases must be clear of flowers, wax, tape, etc., or a \$50 cleaning fee may be applied after the pickup has occurred.

Copyrights and Photography ABC Florist reserves ALL rights to all our creative floral décor. We entitle the signee and the photographer to take pictures for personal use. Any other usage by the signee, such as commercial or for profit, requires the written permission of ABC Florist.

Event Date:

Location 1:

Location 2:

Retainer amount required:

Retainer Amount paid:

Balance Due On:

I have read the above information, agree to its contents, and have been asked to receive a copy.

Signature_____

Date_____

Associate Signature_____

Date_____