



Just Married Elopement Contract

Mailing Address: 1900 Belmont Boulevard · Nashville, TN 37212 | [GPS Location: Belmont Blvd. & Acklen Ave. Nashville, TN 37212](#)
Phone: 615.305.2021 · Fax: 615.346.0157 · Email: brandon.rich@belmont.edu · Rev. Brandon Rich, Director of Weddings & Rentals
For information on vendors, marriage license and other FAQs, visit www.BelmontMansionEvents.com

Requested Ceremony Date: _____ Requested Arrival Time: _____ Arrival time is subject to approval by Rev. Rich.
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: _____

City: _____ ST: _____ Zip Code: _____

City: _____ ST: _____ Zip Code: _____

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

Terms and Conditions of the Belmont Mansion Just Married Elopement

1. The fee is \$150.00 and is to be paid in full upon booking and is nonrefundable. Once the date and time have been approved by the mansion, the client will be issued an invoice to pay the fee with credit card or debit card online. No check payments will be accepted. The total amount of time in the booking is up to 15 minutes and the total amount of standing witnesses is 5. The ceremony will be conducted inside the mansion in front of the grand staircase. This package does not allow for venue previews or planning meetings.
2. The mansion provides a standard Christian or non-religious wedding or renewal of vows ceremony, officiated by our Director of Weddings. This package is not allowed music or the use of amenities such as seating, candelabras or other items. Clients are not permitted to bring their own officiant or professional photographer.
3. Bookings must be scheduled outside of museum tour hours, and may not be available on holidays or at peak times when the mansion typically books larger weddings and receptions, such as on Friday, Saturday and Sunday evenings. Please check with the Director of Weddings for availability before booking. No walk-ins allowed.
4. The couple and guests must arrive together, dressed and ready for the ceremony. No separate entrances or first-look photographs. 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 and tobacco are not allowed. The mansion does not allow use of dressing rooms for this package. The couple and guests will need to leave immediately at the end of the 15-minute booking. No one is permitted to stay on Belmont property beyond the 15 minutes of the booking, including the couple, guests and photographers. If the couple and guests arrive early, and the director is able to allow early entry, the booking will end early. The time limit is 15 minutes from entrance to exit.
5. 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 in accordance with their scheduled booking. 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 date that is no more than 30 days beyond the original booking date, otherwise the booking is forfeited. The client must notify the Director of Weddings & Rentals at least 24 hours before a scheduled booking to be eligible for rescheduling, otherwise the booking is forfeited with no refund provided. The mansion reserves the right to cancel or reschedule a booking due to winter or other weather conditions 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. Do not arrive early, and do not allow any witnesses to arrive early.
6. Professional photography/videography is restricted to [Dak Alley Productions](#) 615.506.5739 and [Eloperments of Nashville](#) 615.448.8407. No other professional/paid photographers/videographers are allowed. The cost of photo/video is separate from the mansion fee and is collected by each approved photography company. Contact each vendor for availability & cost information. All time on Belmont property, inside the mansion and outside, must be scheduled, paid for and supervised by mansion staff, therefore any photo package must match venue package. Clients, guests and photographers may not continue photos at Belmont after the approved package time concludes: no exceptions.
7. The Director of Weddings & Rentals or event coordinator is in charge of the mansion and will enforce all mansion/campus rules and regulations. Violation of Just Married Elopement Contract guidelines may result in cancellation of the booking without refund. Signature below indicates client's acceptance of all terms and conditions of the Belmont Mansion Just Married Elopement Contract. The provisions of this contract are applicable through December 31, 2021.

Client Signature
(Bride, Groom or other responsible party)

Date