



Wedding Officiants & Event Management

Spring Haven Gardens Getaway Elopement Contract

1 Spring Haven Court · Hendersonville, TN 37075

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Rev. Brandon Rich, Owner, Rich Events

Ceremony Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ (Date and time subject to approval by Rich Events.)

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.

Marriage Licenses obtained outside Tennessee are not permitted.

Preferred ceremony content: \_\_\_ Christian \_\_\_ Non-religious

Visit NashvilleClerk.com for details on the process.

Exchanging wedding rings: \_\_\_ Yes \_\_\_ No

Planned number of guests: \_\_\_ (Limit is 12, including adults and children)

Upgrade Options: \_\_\_ Decorative Certificate \$25. Customized decorative certificate of marriage or renewal. Check with Rev. Rich for details.

\_\_\_ Hand-delivery of signed TN marriage license to the Davidson County Clerk \$25. Only available for Davidson County Clerk.

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

\_\_\_ Elopement Ceremony Samples \$50. Rev. Rich will provide extensive samples that go well beyond the standard elopement script.

Spring Haven Gardens Getaway Elopement Guidelines

1. The fee is \$300.00 + any upgrades and must be paid in full upon booking, and is nonrefundable. Once the date and time have been approved, 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 30 minutes and the total amount of guests is 12 in addition to the couple eloping for a total of 14 people in the group. The ceremony will be conducted outside in the garden, weather permitting. The interior parlor is available as a rain backup. This package does not allow for venue previews or meetings, but calls, text messages and emails are welcomed.

2. Rich Events provides a standard Christian or non-religious wedding or renewal of vows ceremony, officiated by Rev. Brandon Rich. Getaway Elopements are not allowed music or decorations. Clients are not permitted to bring their own officiant or professional photographer. There is no formal processional or standing bridal party other than the couple and officiant.

3. Bookings are available on weekdays and on limited weekends, based on availability of the venue, officiant and photography team. Rich Events and our approved photographers must have staff available, so please check with Rich Events for availability before booking. No walk-ins allowed.

4. The couple and any 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. Alcohol and tobacco are not allowed. Reception food/beverage not allowed. The couple and guests are not permitted to change into or out of their wedding attire at Spring Haven. The couple and guests will need to leave immediately at the end of the 30-minute booking. No one is permitted to stay on Spring Haven property beyond the 30 minutes of the booking, including the couple, guests and photographers.

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 365 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, pandemic, or other extraordinary circumstances 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.

6. Professional photography/videography is restricted to Rich Events' approved photographers. No other professional photographers/videographers are allowed. The cost of photo/video is separate from the Rich Events fee and is collected by each approved photo/video company. Contact our photographer for availability & cost information. All time on Spring Haven property must be scheduled, paid for and supervised by Rich Events, therefore any photo package must match venue package. Clients, guests and photographers may not continue photos at Spring Haven after the approved package time concludes: no exceptions.

7. Rich Events manages elopements at Spring Haven Gardens and Rev. Brandon Rich will enforce all Rich Events/Spring Haven rules and regulations. Violation of Spring Haven Gardens Getaway Elopement Contract guidelines may result in cancellation of the booking without refund. Signature below indicates acceptance of all terms and conditions of the Spring Haven Gardens Getaway Elopement 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 fee.

Client Signature

Bride, Groom or other responsible

Date of Signature