#### Wedding Planning Agreement

This agreement stipulates the terms and conditions for wedding planning between Palm Cove Weddings and

and \_\_\_\_\_  
( Client )

Of \_\_\_\_\_  
( Address )

Date of Agreement \_\_\_\_\_

This agreement constitutes an order for wedding planning as agreed to by both parties: Palm Cove Weddings, and the Contracting Party (Client).

#### Cancellations

The booking fee is non refundable.

Cancellations of less than two months before wedding date are subject to 80% of the scheduled fee.

Cancellations of less than fourteen days before wedding date are subject to 100% of the scheduled fee.

#### Final Payment

All final payments must be made 14 days prior to the wedding.

#### Additional Expenses

Travel fees may apply to bookings outside the Cairns or Port Douglas of $100 per hour. Any additional expenses (ie. airfare or accommodation) are the responsibility of the client and are charged at cost.

#### Limits of Liability

It is the responsibility of the client to provide accurate details as per the date and location of the wedding and this is to be provided on the Palm Cove Weddings Wedding Function form. Any changes or updates to original information must be provided in writing.

Palm Cove Weddings has the right to assign a different planner to assist at your wedding.

On signing of this agreement by both parties, Palm Cove Weddings will reserve the date agreed upon. For this reason, all booking fees are non-refundable even if the date is changed or if the wedding becomes cancelled for any reason.

I / we, the undersigned Party, hereby warrant that I am / we are competent to contract in my / our own name(s). I / we confirm that I / we have read this agreement prior to its execution and I / we are fully familiar with its contents. We certify that we have received a complete copy of this agreement.

Client Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Client Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or type “I agree”