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## Royal Ocean Events Inc. Wedding Coordinator Agreement

Royal Ocean Events Inc. will perform wedding coordination services for the Bride and Groom named in this agreement. The services provided would be in accordance with our published list of services that you have chosen. Royal Ocean Events Inc. wants your special day to go without a hitch and we will work diligently to ensure a flawless occasion. If however, certain events beyond our control should prevent us from meeting our high standards, Royal Ocean Events Inc. is to be held blameless. We will nevertheless, do everything in our power to rectify the situation that is outside our normal control.

If, due to weather, the ship does not call in at your wedding port, your wedding will not be able to take place due to marriage license restrictions. Your money will be refunded (less the \$400.00 non-refundable administration fee) to you upon your return.

**Terms and Conditions**

**Payment:**

- 100% of the package price with applicable tax is due at time of booking, along with this coordinator agreement.
- Once Royal Ocean Events Inc. has received **BOTH** of these, your wedding booking will be confirmed and confirmation will be sent to the couple
- We accept Visa, MasterCard and American Express or International money order in US funds
- Several of the services we contract on your behalf, such as transportation, musicians, videographers and photographers are contracted on a time basis. If these times are exceeded, Royal Ocean Events Inc. reserves the right to charge you any excess billing. We will add the excess to the credit card on file and send you acknowledgment.
- A 15% service charge will be added to the final wedding cost**

### Cancellation policy:

- Notice of cancellation must be made in writing to Royal Ocean Events Inc. Cancellation made prior to 60 days of the wedding date will receive a full refund of any monies paid, **less \$400.00 USD non-refundable administration fee**
- Cancellations made less than 60 days prior to wedding day will forfeit the full payment

Please type or (neatly print), sign and fax this agreement at your earliest convenience - Fax: 604-940-6216

Groom:	Signature:	Date:
Bride:	Signature:	Date:
Mailing address:		
Home phone number:		
Cell number:		
Work number:	Fax number:	Email:
Birth Date of Groom:		Birth Date of Bride:
Date of Wedding:	Cruise Ship:	Cruise booking number:
Sailing guests:	Non-Sailing:	Cabin number:
Package:	Port of Wedding:	
Credit card number:	Expiry date:	
Name on card:	Card Verification #:	
Address as it appears on your statement:		

Royal Ocean Events Inc,  
4337 River Road West, Delta, B.C. V4K 1R9, Canada  
Telephone: 604-940-1181 / Toll free: 1-888-475-5511 / Fax: 604-940-6216/ Email: [info@royalwed.com](mailto:info@royalwed.com)  
11/29/07

### EVENT CONTRACT

Agreement Title	_____
Date	_____
Name	_____
City	_____
State	_____
Zip	_____
Phone	_____
Fax	_____
Address	_____
City	_____
State	_____
Zip	_____

**TERMS**  
This contract is for the use of the services provided by the Planner and is not to be used for any other purpose. The Planner shall be held responsible for the services provided and shall not be held responsible for the services provided by any other party.

**ASSIGNMENT**  
The Planner shall be held responsible for the services provided by the Planner and shall not be held responsible for the services provided by any other party. The Planner shall be held responsible for the services provided by the Planner and shall not be held responsible for the services provided by any other party.

**ASSIGNMENT**  
The Planner shall be held responsible for the services provided by the Planner and shall not be held responsible for the services provided by any other party. The Planner shall be held responsible for the services provided by the Planner and shall not be held responsible for the services provided by any other party.

Governing Law and Jurisdiction. Payment. This Event Planning Agreement (the "Agreement") is entered into (the "Effective Date"), by and between \_\_\_\_\_, with an address of \_\_\_\_\_ (the "Client") and \_\_\_\_\_, with an address of \_\_\_\_\_, (the "Planner"), also individually referred to as the ("Party") and collectively the ("Parties"). In the event of a dispute arising out of this Contract that cannot be resolved by mutual agreement, the Parties agree to engage in mediation. Entire Agreement. The Planner may cancel this Agreement at any time. If the Planner cancels, the Planner must provide a suitable, replacement Planner, subject to the Client's approval, which shall be obtained in writing. The Parties each represent that they have the authority to enter into this Agreement. By Planner. Signature page follows. The Client engages the Planner's services to perform the following duties with regards to the Event:

The Planner shall obtain the Client's approval, in writing, before entering into any binding contracts for the event and/or issuing any non-refundable deposits. Dispute Resolution and Legal Fees. If the matter cannot be resolved through mediation, and legal action ensues, the successful party will be entitled to its legal fees, including, but not limited to its attorneys' fees. In the alternative, the Planner shall refund all monies previously paid by the Client, with the exception of any non-refundable deposits, which were agreed to by the Client. Event Date & Description. The Parties acknowledge and agree that this Agreement represents the entire agreement between the Parties. In the event any provision of this Agreement is deemed invalid or unenforceable, in whole or in part, that part shall be severed from the remainder of the Agreement and all other provisions should continue in full force and effect as valid and enforceable. Legal and Binding Agreement. If the Client cancels less than \_\_\_\_\_ days prior to the Event Date, the Client will not be entitled to a refund. The Parties agree to the following Payment and Payment Terms: Total Fee for Services: \_\_\_\_\_ Amount/Percentage Due Upon Execution of Agreement: \_\_\_\_\_ Balance Due On Day of Event: \_\_\_\_\_ Cancellation. By Client. The Client may cancel this Agreement at any time. In the event that the Parties desire to change, add, or otherwise modify any terms, they shall do so in writing to be signed by both parties. On \_\_\_\_\_ the Client intends to host the below described event (the "Event"): \_\_\_\_\_ Planner Duties. [ Remainder of this page intentionally left blank. This Agreement may be entered into and is legal and binding both in the United States and throughout Europe. Severability. This Agreement is legal and binding between the Parties as stated above. If the Client cancels \_\_\_\_\_ days prior to the Event Date, the Client will be entitled to a fifty percent (50%) refund. If the Client cancels up to \_\_\_\_\_ days prior to the Event Date, the Client will be entitled to a full refund. ] The Parties agree to the terms and conditions set forth above as demonstrated by their signatures as follows: Client Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_ Planner Signed: \_\_\_\_\_ Name: \_\_\_\_\_

Related Contracts and Forms: Photography Release Form and Service Contract Template In the event that the Parties do business in different States and/or Countries, this Agreement shall be governed by \_\_\_\_\_ law. The Parties agree that this Agreement shall be governed by the State and/or Country in which both Parties do business.

You write an event contract by coming to an agreement with your client about the services and getting those agreements in writing. The key things to make sure you include in your event planning contracts are services rendered, payment schedule, cancellation and termination clauses, and any other liabilities or rights you want covered. This event planning project agreement is a customizable contract template that you can tweak with your details and change for each client to make sure that you get paid, clearly explain what services are included in your package price, agree on details of how either party can end the relationship and how much notice they must give, and legally protect your business in the ... Event Planner Contract Template. \$510.00. A standard event planning contract template that you'll be able to use for each and every event you and/or your company is planning. The contract template is a fill-in-the-blank type document, but where there are blanks, there is sample language for you to use. Event planner agreement templates & contracts from service contracts to event agreements. Work from one platform to book clients faster. Free 7 day trial. 04/10/2017 - An event planner contract should clearly outline the expectations of the client, the responsibilities of the event planner, the terms of the agreement, and any pertinent project details. You may also want to include a contract with your event proposal - in this case, use this template as a model for creating your own event planner contract where you can list services, ... Event Planner Contract Template. If you plan events, you've probably learned to expect the unexpected. Even if you do your job 100%, there will always be situations that arise that you couldn't have foreseen. That's why it's so important to have a strong contract in place to protect yourself from legal liability. 16/01/2022 - This is a Service Agreement suitable for event planning services. Under this agreement, a Servicer is to provide event planning services to a Customer for an Agreed Price. This agreement is drafted in favour of the Servicer (event planner).. The Parties under this agreement agree that the Services, as prescribed, shall be carried out in accordance with and ...

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