



## BOOKING FORM

*REBECCA MORRISON*  
CIVIL MARRIAGE CELEBRANT  
49 TREFOIL STREET, FERNTREE GULLY, VICTORIA  
MOBILE: 0402 479 923  
EMAIL: [celebrant@acelebrationtoremember.com.au](mailto:celebrant@acelebrationtoremember.com.au)

To secure a firm booking for your ceremony at the time & place of your choice (subject to availability,) please ensure a non-refundable booking fee of \$100 upon completion of this form. Payment may be made by cash, cheque or direct deposit. A tax receipt will be issued on clearance of payment.

	BRIDE	GROOM
FULL NAME		
ADDRESS		
HOME PHONE		
MOBILE		
EMAIL		
WEDDING DATE:	WEDDING DAY:	
WILL YOU BE GIVEN AWAY? Y / N	BY WHOM?	
WEDDING STARTING TIME:		
WEDDING VENUE:		
ALTERNATIVE WET WEATHER VENUE:		
FIRST WITNESS NAME:		
SECOND WITNESS NAME:		
NUMBER OF PEOPLE ATTENDING CEREMONY (APPROX):		
NUMBER OF PEOPLE IN WEDDING PARTY:		
REHEARSAL REQUIRED Y/N	REHEARSAL DATE :	



**REFUND POLICY** A \$100.00 non-refundable deposit, is payable within 7 days of the first meeting to secure your booking. Final payment to be made 2 weeks prior to the ceremony; and refundable up to 1 week prior to the ceremony. In the event that my services are cancelled within 1 week of the ceremony, there will be no refund. In the event that I have to cancel my services, money will be refunded in full. In the event that some of my services are not required, there will be no reduction in the total cost.

By signing this document we acknowledge and agree that:

- The fee, to be discussed at the initial meeting, for Rebecca Morrison (the Celebrant) to design and deliver our wedding.
- We will complete this Ceremony Booking Form at the first meeting, or within 7 days of our first meeting, in order to secure our booking on the time and date of our choice.
- Our tentative booking will lapse after 7 days if the Ceremony Booking form and non-refundable deposit is not received.
- Travel by the Celebrant over 100kms from residence in Ferntree Gully, Victoria, is an additional fee to be charged at 50 cents per kilometer. This applies to both rehearsal and ceremony.
- If required, suitable accommodation for the Celebrant will incur an additional charge.
- The ceremony will not take place if all of the required documents have not been sighted and all the relevant documents signed within the legally required time.
- The total fee **MUST** be paid with 14 days prior to the ceremony.

SIGNATURE OF BRIDE \_\_\_\_\_ DATE

SIGNATURE OF GROOM \_\_\_\_\_ DATE