



CUSTOM INVITATIONS - STATIONERY - FAVORS - EVENTS - DIGITAL ARTS

This Agreement is made effective as of _____, by and between Events, Ink, of P.O. Box 10203, Zephyr Cove, Nevada 89448; and _____ of _____. In this Agreement, the party who is contracting to provide services shall be referred to as "Events, Ink®", and the party who will be receiving the services shall be referred to as "The wedding couple and/or agent".

Events, Ink® represents that they have extensive background in all aspects of wedding/event coordination and access to a full range of pertinent product and service contacts in the Las Vegas, Henderson, Reno, Lake Tahoe basin and surrounding Nevada areas. Events, Ink® is willing to provide services based on this background.

To confidently create the correct and most effective package for Events, Ink® clients, we request that the list of our selected caterers, rental agencies, wedding officiates, ministers, musicians, bands, DJ's, entertainment, photographer's and videographer's, caterers, pastry chefs, hotels, private estates and small lodging properties be used for the client to select from. The above mentioned, each with their own particular areas of expertise, have demonstrated extreme professionalism and talent contributing to the development of a superb, working relationship with Events, Ink® and our clients. This factor guarantees a secure time-line in scheduling all matters for the event while keeping the client within his/her particular budget. It is understood that clients may wish to use vendors that are not on Events, Ink® preferred vendors list. Should this occur Events, Ink® will work with those vendors to the best of its ability and the client agrees to Paragraph 1, (b) for those vendors not provided by Events, Ink® on a best efforts basis.

The wedding couple or agent of couple represents that the couple plans to be married on _____(date) and they desire to have wedding/event coordination, and related products and services provided by Events, Ink®

Therefore, the parties agree as follows:

1) DESCRIPTION OF SERVICES: Events, Ink® will provide the following services:

- (a) Events, Ink® agrees to provide all necessary hours of coordination prior to the rehearsal and is responsible for the quality and timeliness of services provided by all subcontractors for the wedding date of _____.

____ CLIENT INITIALS
____ EVENTS, INK INITIALS

- (b) The wedding couple or agent of couple agrees to utilize Events, Ink® exclusively for all of the above services and to provide timely responses to Events, Ink® inquiries concerning these services. The wedding couple further agrees that Events, Ink® is not responsible for any services, subcontractors or events not specifically provided by Events, Ink® and covered by this contract.
- (c) Wedding couple understands that Events, Ink® is available from 10am – 4pm Monday through Friday via email or phone and by appointment any other time.

2) COMPENSATION FOR SERVICES:

- (a) The wedding couple or agent for the couple, agrees to pay an initial non-refundable retainer of \$_____. This payment serves, as a retainer is due and payable at the time of contract signature.
- (b) Total amount due for services rendered by Events, Ink® will be \$_____. Balance of \$_____ will be due on _____.
- (c) All other services or products provided by Events, Ink®, including but not limited to, invitations, favors, stationery items, will be billed separately to the wedding couple.
- (d) Payments may be made by personal check, cash or cashiers check.

3) CHANGES:

In the event the wedding couple is forced to change the date of the wedding every effort will be made by Events, Ink® staff to transfer location reservations, sub-contractors and Events, Ink® support to the new date. The wedding couple agrees that in the event of a date change any expenses including but not limited to deposits and fees that are non-refundable and non-transferable are the sole responsibility of the wedding couple. There may also be additional charges above and beyond those set forth in paragraph 2 above. Additional charges from Events, Ink® will be billed at the hourly rate of \$150.00 per hour. The wedding couple further understands that last minute changes can impact the quality of the event and that Events, Ink® is not responsible for these compromises in quality.

- (a) It is understood that Events, Ink® is not responsible for acts of nature, including but not limited to, rain, earthquakes, floods, tornadoes or snow, that may impact the wedding or reception site. Events, Ink® will make every attempt to plan for contingencies and the wedding couple realizes that this will be done on a best efforts basis.

- (b) It is understood that Events, Ink® is not responsible for any inappropriate behavior or damage caused by any of the wedding couples invited or non-invited guests. Events, Ink will apprise the wedding couple of the situation as soon as possible so that the wedding couple can take the appropriate measures necessary to control the situation. Inappropriate behavior includes, but is not limited to, excessive alcohol consumption, property damage, verbal abuse, lack or removal of attire.
- (c) It is understood that in the event Cynthia Ferris-Bennett cannot attend the event for personal reasons, including but not limited to illness, another representative of Events, Ink - who is fully informed and versed in all aspects of your event - will attend in her place and meet or exceed the expectations of the client.

4) CANCELLATIONS:

In the event of a cancellation all payments made to date are non-refundable and all outstanding payments will be due immediately.

5) REMEDIES:

In the event Events, Ink® is unable to collect the required payments for any reason the following will apply:

- (a) Day 1-15: All coordination efforts will cease.
- (b) Day 16: All location and sub-contractor reservations made on behalf of the wedding couple will be canceled, all deposits paid by wedding couple will be forfeited and collection efforts for any remaining debt to Events, Ink® will commence.

6) LODGING AND ESTATES: The wedding couple agrees that any property retained by Events, Ink® on behalf of the wedding couple may require a separate contract.

7) OUTDOOR LOCATIONS: The wedding couple understands that Events, Ink® provides certain outdoor wedding locations by special permit from the federal government or state agencies. The wedding couple agrees that they and their invited guests will abide by the permit requirements while on federal land. Events, Ink® is operated in accordance with the USDA policy which prohibits discrimination on the basis of race, color, sex, age, handicap, familial partners, religion, and or national origin.

8) ENTIRE AGREEMENT: This Agreement contains the entire agreement of the parties except as noted in paragraphs 2 © and 6 above, and there are no other

promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

9) AMENDMENT: This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

10) SEVERABILITY: If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

11) WAIVER OF CONTRACTUAL RIGHT: The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

12) APPLICABLE LAW: This Agreement shall be governed by the laws of the State of Nevada.

Party providing services:

Cynthia Diana Ferris-Bennett, Owner - Events, Ink®

By: _____ Date: _____

Cynthia Diana Ferris-Bennett
Owner

Party receiving services:

Wedding couple and /or agent of couple: financially responsible for all the above.

By: _____ Date: _____

By: _____ Date: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Fax: _____ (Cover Sheet Required Y / N)

WEDDING EVENT AGREEMENT
EFFECTIVE 1/1/05

CLIENT INITIALS

EVENTS, INK INITIALS

Cell: _____

E-Mail address: _____