

WEDDING OFFICIANT AGREEMENT & INVOICE

Invoice #: _____

OFFICIANT INFORMATION

Name: _____

Business: _____

Phone/Email: _____

CLIENT INFORMATION

Names: _____

Address: _____

Phone/Email: _____

CEREMONY DETAILS

Date: _____

Time: _____

Location/Venue: _____

Rehearsal Date/Time (if applicable): _____

Description of Services	Amount
Officiating Service (Ceremony Performance)	\$
Rehearsal Attendance	\$
Travel Fees / Expenses	\$

Description of Services	Amount
Custom Script Writing / Consultations	\$
Total Amount Due:	\$
Non-Refundable Deposit Paid:	(\$)
Remaining Balance:	\$

TERMS & CONDITIONS

Balance is due no later than _____ days prior to the ceremony. This agreement confirms the officiant's availability for the date and time listed above upon receipt of the deposit. Any changes to the schedule must be agreed upon in writing.

OFFICIANT SIGNATURE / DATE

CLIENT SIGNATURE / DATE

Thank you for allowing me to be a part of your special day.