

OFFICIANT RESERVATION FORM

If you wish to hire me, please complete this form and send it, along with your \$150 non-refundable deposit, to my address below. In order to be fair to all of my couples, I reserve dates *only* upon **RECEIPT** of a completed Reservation Form and deposit, and subject to my availability at that time. If I'm no longer available on your date, I'll return your deposit to you.

Mail/Deliver to: Rev. Jean Marie K. Daniel 266 Ridge Rd., Boulder, CO 80303

DAY of WEEK, DATE, & Start TIME of WEDDING: _____, _____, _____

Location of Wedding: _____

Phone Number of Wedding Site: () _____

REHEARSAL: Be sure to read the Rehearsal Information Sheet in its entirety before filling out this section. I'm assuming that your rehearsal will be held at the wedding site; if you're having it elsewhere, please indicate that. NOTE: I can only accept reservations for CONFIRMED rehearsal times. *If you don't yet have an exact, confirmed rehearsal time, leave the Rehearsal line below blank for now.* (If that line is left blank I'm not, at this time, able to guarantee my availability for your rehearsal.)

CONFIRMED Rehearsal Day, Date, & Start Time: _____, _____, _____

Check 1 of the following that applies to your plans for requesting my services at your rehearsal.

____ I have a confirmed "standard" rehearsal date and time and I wish to reserve your services now.

____ I have a confirmed "prime-time" rehearsal date and time, but I'm willing to wait until a month before the wedding to contract your services. (No "prime-time" fees to apply. No guarantee of availability.)

____ I have a confirmed "prime-time" rehearsal date and time. I would like to schedule your service for the rehearsal now, and I am willing to pay the additional "prime-time" fee.

____ I do not yet have a confirmed date and time, but I will likely request your services for the rehearsal later.

____ I am not having a rehearsal and/or I will not need your services at the rehearsal.

BRIDE'S Name: _____

Complete Address: _____ **Apt. #** _____

Phone: Home _____ **Cell:** _____

E-Mail _____

GROOM'S Name: _____

Complete Address: _____ **Apt. #** _____

Phone: Home _____ **Cell:** _____

E-Mail _____

OFFICIANT FEE: Minister at "standard" rehearsal \$ _____ Minister *not* at rehearsal \$ _____

I understand that this is a **non-refundable** deposit to reserve Rev. Jean Marie's officiant services. This deposit applies **ONLY** to the above-listed wedding and rehearsal dates, times, and locations. If we cancel, OR if we make any changes to these dates, times, or locations that the minister's schedule cannot reasonably accommodate, the deposit will be forfeited and we will assume the responsibility of finding a replacement officiant.

Bride's Signature _____ Date _____

Groom's Signature _____ Date _____

Jean Marie's acknowledgment of receipt of deposit, and confirmation that the above dates, times, and location(s) are reserved on her schedule. If an emergency arises and Jean Marie is unable to officiate your wedding, your money will be fully refunded.

Deposit Received \$ _____ Check # _____ Date Received _____

Balance Due *day of wedding:* With 'standard' rehearsal \$ _____ Minister not at rehearsal \$ _____

Minister's signature _____ Date _____

