



Congratulations! You and your beloved have made that big decision to join your lives together in a legal and spiritually significant way. My heartfelt congratulations and well wishes extend to you both. This is an exciting and unforgettable time in your lives!

Wedding Agreement

As an officiant in your wedding festivities, the officiant fee includes:

- Two to three meetings (in person or through technology) prior to the ceremony, to know your wishes, needs and personal customizations for the ceremony;
- A personal, meaningful, customized ceremony which reflects your thoughts and feelings on the covenant into which you are entering, and includes any additional touches as outlined in above stated meetings;
- An emailed order of the ceremony available prior, for your use in the design and printing of programs/bulletins, if desired;
- Coordinating and leading the rehearsal (unless you have a Wedding Coordinator that you would prefer to direct the rehearsal). I will work with the venue & wedding coordinator(s) to make sure the Rehearsal runs as smoothly as possible.
- Officiating the wedding;
- Necessary communication with wedding coordinator, sound coordinator, musicians and any other professionals who will be a part of the ceremony;
- Possible involvement at the reception as you would see fit.
 - I am at your service! Some couples have asked me to offer the blessing over the meal, or for family members, etc. This is certainly not expected, though possible.
- Final procedures concerning your marriage license such as delivery/mailing and filing;
- Up to 6 sessions of pre-marital counseling can be provided at an *additional fee* (see fee schedule). I am a Licensed Facilitator in the Prepare-Enrich program for dating, engaged and married couples (www.prepare-enrich.com) and would be happy to facilitate.

As a professional in your wedding festivities, here is what LAPStudios requires of the couple:

- A *nonrefundable* deposit of 50% due at the time of signing this agreement. Both the payment and the agreement are required before the wedding is secured on the calendar with a commitment for a specific date and time;
- Final payment should be made *at or before* the rehearsal. If there is no rehearsal, final payment is due 24 hours prior to the ceremony taking place. The marriage license will not be sent until final payment has been made;

*****Checks should be made out to Laura Phillips*****



- Dates and times for the wedding and rehearsal will be recorded at the time of signing this agreement. Dates and times of the wedding and rehearsal may not be changed without written consultation with the officiant. Changing the date or time of either wedding or rehearsal without agreement by the officiant voids this agreement and may result in the officiant being unable to attend. If so, it is then the couple’s responsibility to find a replacement officiant;
- While there is reasonable understanding that some in your wedding party may be late, if the rehearsal or the wedding begins more than 30 minutes after the agreed upon time, there may be an additional \$50 charge per occurrence;
- It is the responsibility of the couple to provide any items required for elements of the ceremony, including but not limited to: Unity Candle, Unity Sand, Rose Ceremony, Hand Fasting, Wine Box and Love Letter, etc.;
- If a microphone/amplification is needed, it is the responsibility of the couple to arrange for sound equipment. This can be done for the ceremony only, or in conjunction with a DJ;
- The couple is required to secure the marriage license *in advance*. The couple will be given a large envelope by the Recorder of Deeds when you pick up your marriage license. You must bring the *entire* envelope and *all* of its contents to the rehearsal. At the latest, the license will be signed *immediately* following the ceremony.

We, as the undersigned, have read and understand this agreement and have agreed on the fee as well as the dates and times listed below.

Wedding Date _____ Wedding Time _____ Location _____

Rehearsal Date _____ Rehearsal Time _____ Location _____

Officiant Base Fee _____
 Mileage _____
 Wedding Party Addition _____
 Pre-Marital Counseling _____

Checks should be delivered in person or mailed to:
 Laura Phillips
 8200 West 78th Place
 Overland Park, KS 66204

Total Officiant Fee = _____

Deposit Received - _____ Date Received _____ Check/Cash: _____

Final Payment = _____ Date to Be Received _____ Check/Cash: _____

Couple

 Signature

 Signature

Wedding Officiant

 Signature

Rev. Laura Ann Phillips
 Email: laura@lapstudios.net
 Cell: (816) 679-7730