



### Just Married Elopement Contract - \$500.00 Package

GPS Location: [17<sup>th</sup> Ave. S. & Acklen Ave. Nashville, TN 37212](#) | Set GPS search to "[Belmont Mansion Visitor Parking](#)" in Google Maps.

Phone: 615.305.2021 · Email: [brandon.rich@belmont.edu](mailto:brandon.rich@belmont.edu) · Web: [www.BelmontMansionEvents.com](http://www.BelmontMansionEvents.com)

Rev. Brandon Rich, Owner, Rich Events – Mr. Brickey Nuchols, Director of Operations, Rich Events

Ceremony Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ (Entrance into the venue, approved by Rich Events. Ceremony begins within 2 to 3 minutes.)

#### Please complete the information below about the couple eloping.

Please select \_\_\_ Bride or \_\_\_ Groom

Please select \_\_\_ Bride or \_\_\_ Groom

Name: \_\_\_\_\_  
(First and last; indicate any different "preferred name" for ceremony)

Name: \_\_\_\_\_  
(First and last; indicate any different "preferred name" for ceremony)

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_  
Please use (xxx) xxx-xxxx format

Cell Phone: \_\_\_\_\_  
Please use (xxx) xxx-xxxx format

Street Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

#### Please complete this entire section.

Preferred ceremony type: \_\_\_ Wedding \_\_\_ Renewal of Vows

Preferred ceremony content: \_\_\_ Christian \_\_\_ Non-religious

Writing personal vows: \_\_\_ Yes\* \_\_\_ No

\*Vows should be brief and should be printed or hand-written on paper.

Planned number of seated guests: \_\_\_\_\_ **Limit is 4 guests in addition to the couple eloping. All guests must be seated. 4 chairs provided.**  
*If it will just be the couple present, mark 0 guests.*

#### Important Information Regarding Marriage License & Venue

**Note:** The couple eloping is required to bring a valid Tennessee Marriage License for legal weddings. A Marriage License obtained anywhere outside Tennessee is not acceptable. Visit [Nashville.gov](http://Nashville.gov) for information. **Initial Here.**

**Note:** Belmont Mansion is decorated for Christmas from mid-November through early January. No Christmas décor will be removed or altered. The mansion has ongoing restoration projects which may alter the appearance of the venue. **Initial Here.**

#### The following are optional upgrades which are available to enhance your experience:

- \_\_\_ Decorative Floral \$50. Three artificial floral arrangements: one in the bay window and two at the base of the staircase. Please note: you may not add any supplemental decoration to these arrangements.
  - \_\_\_ Candelabras \$50. Four candelabras total, two on each side of the bay window. Electric candles provided. Please note: you may not add any supplemental decoration to these candelabras.
  - \_\_\_ Decorative Certificate of marriage or renewal, suitable for framing. \$25. Do not select this upgrade if you obtain your Tennessee marriage license from Davidson County or Shelby County as those clerks provide a decorative certificate.
  - \_\_\_ Commemorative Vows Certificate \$25. Couple's wedding vows printed on certificate paper, suitable for framing. Please note: if not using our standard vows, personally written vows must be **typed** and sent to Rich Events 24 hours in advance of the ceremony.
  - \_\_\_ Robe & Stole \$25. Rev. Rich wears ministerial robe and stole. This must be selected at least 24 hours before ceremony. Please note: Rev. Rich will not wear a boutonniere or any other decoration on the robe and stole.
  - \_\_\_ Pre-marital Counseling take-home program \$25. Available for Davidson County and Williamson County, TN marriage licenses. Must be completed at least 5 days in advance of the ceremony to allow time for verification/notarization and electronic delivery of certification document which must be presented to the clerk when obtaining marriage license documents. Certified pre-marital counseling provides a discount off the TN marriage license application fee, but is not a requirement.
- Hand-delivery of completed marriage license back to the Davidson County Clerk after the ceremony. Hand-delivery is only available for a marriage license obtained from the Davidson County Clerk in Nashville, TN. Pick one or the other, **but not both.**
- \_\_\_ **Basic** Hand-delivery of signed TN marriage license to the Davidson County Clerk \$25. Only available for Davidson County Clerk paperwork. Clerk will send a certified copy of the Certificate of Marriage by regular mail to arrive within 30 days.
  - \_\_\_ **Premium** Hand-delivery of signed TN marriage license to the Davidson County Clerk \$100. Only available for Davidson County Clerk paperwork. Rich Events will obtain 10 certified copies of the Certificate of Marriage and send to the couple by FedEx or UPS with tracking number, to arrive within 10 days. Additional time/charges will apply if shipping outside the U.S.

## **Terms and Conditions of the Rich Events Just Married Elopement at Belmont Mansion**

1. The Just Married Elopement is a combined package with separate fees from Rich Events for the venue package and Elopements of Nashville for the corresponding photography package, both totaling \$500.00 + any upgrades, which must be paid in full upon booking and is nonrefundable. Once the date and time have been approved by Rich Events, the client will be issued an online invoice to pay the \$225.00 venue portion of the combination package + any upgrades. Elopements of Nashville will also issue the other invoice to pay the \$275.00 photography portion of the combination package + any upgrades. The amount of time is up to 15 minutes and the total number of guests is 4 in addition to the couple, for a total of 6. You may not have any additional guests inside the venue or on property (inside or outside) beyond the limits of this package.

\_\_\_\_\_ **Initial Here.**

2. Rich Events provides a standard Christian or non-religious wedding or renewal of vows ceremony, officiated by Rev. Brandon Rich. Couples are welcome to bring brief personally written vows which can be incorporated into the standard Christian or nonreligious ceremony, otherwise standard vows will be provided. \*If the couple has personally written vows, the ceremony content and/or time for photos may be abbreviated. The ceremony will be inside Belmont Mansion in front of the bay window. There is no music and no processional. Preview and planning meetings are not included in this package, but calls, texts and emails are welcomed.

\_\_\_\_\_ **Initial Here.**

3. Clients and all guests are to arrive together, dressed and ready for the ceremony. No separate entrances or first-look photos. Clients and guests are permitted to enter Belmont Mansion Visitor Parking no sooner than 10 minutes in advance of the approved booking start time. Clients and guests must wait in their cars until time to enter the mansion, which must be precisely at the approved time on their contract. Clients and guests who use transportation vendors must plan drop off and pick up carefully to stay within contract requirements. There is no separate indoor waiting area. Ceremonies will not be delayed or extended due to late arrivals. The client risks forfeiting all or part of the booking if the group does not arrive in a timely manner. Clients and guests must leave campus immediately after the elopement. No one is permitted to be on Belmont's campus before or after contract time.

\_\_\_\_\_ **Initial Here.**

4. If the client cancels the booking, there is no refund and no rescheduling. If the client postpones the booking, it may be rescheduled to a new available date that is no more than 180 days beyond the original booking date, otherwise the booking is forfeited. The client must notify Rich Events at least 24 hours before a scheduled booking to be eligible for postponement and rescheduling, otherwise the booking is forfeited with no refund provided. Rich Events reserves the right to postpone and reschedule a booking due to winter or other weather conditions, a pandemic, or other extraordinary situation that would make it impossible or unsafe to proceed. No refunds are ever provided. Rich Events and Elopements of Nashville will send multiple reminder messages in the two weeks leading up to the ceremony. The couple must respond and confirm their booking at least 24 hours prior to the scheduled ceremony to avoid default cancellation.

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5. Professional photography is required in this package and is provided by Elopements of Nashville. Videography is available as an upgrade from Elopements of Nashville (must be selected at least 24 hours in advance) for \$150.00 and is delivered same day. No other paid or non-paid photographers/videographers are allowed. Photography is only permitted during the approved package time: no exceptions. Photography is restricted to pre-approved spaces inside the mansion. Ceremony photos and staged photos for this package are only taken inside the mansion. Outdoor photos are only taken with the Getaway Elopement and Getaway Plus Elopement. Guests may not live stream or take photos or video during the ceremony. The client/couple must inform guests in advance to put their cameras and cell phones away until the photographers finish all staged photos toward the end of the booking.

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6. This is not a traditional wedding. This is a ceremony-only elopement. Rich Events and Elopements of Nashville host and photograph multiple elopements per day. Multiple ceremonies and other activities take place at Belmont Mansion every day. It is the responsibility of the couple eloping to prepare all guests in advance with the location of the venue, as well as the timeline and special guidelines that the booking carries, especially those that apply to the guests. Since Rich Events and Elopements of Nashville will not have contact with your guests prior to the ceremony, we must rely on you, the eloping couple, to prepare your guests accordingly. This will ensure the best possible experience for everyone.

\_\_\_\_\_ **Initial Here.**

7. Rich Events manages elopements at Belmont Mansion and will enforce all Rich Events, Belmont Mansion, Belmont University and Elopements of Nashville rules and regulations. Clients are not permitted to utilize their own paid or unpaid vendors at Belmont Mansion or anywhere on Belmont's campus including, but not limited to officiant, coordinator, photographer, videographer or musicians. Clients may have bridal bouquet and boutonniere. The couple may rent these two items from Elopements of Nashville, or the couple may bring these items, along with rings and marriage license, when entering the mansion. Please note that deliveries to Belmont Mansion by florists or any other vendor is not permitted. Clients and guests are not permitted to bring decorations. No one with the elopement is permitted to change into or out of wedding attire in the mansion or on Belmont's campus. Couples who bring a child 6 years old or younger must bring another adult (other than the couple eloping) to supervise the child during the ceremony and photography. Alcohol, tobacco and illicit substances are prohibited in the mansion and on campus. Any form of reception food or beverage or reception activity is prohibited in the mansion and on campus. This is a ceremony-only booking. Rich Events reserves the right to prohibit any activity which may pose an undue burden or hazard to the mansion, property, campus, staff or guests. **Violation of contract guidelines may result in cancellation of the booking without refund, including a ceremony in progress, withholding officiant signature on marriage license, and withholding all photos taken by Elopements of Nashville.** Client signature on this contract and payment of the accompanying invoices indicates acceptance of all terms and conditions of this contract. This contract will be accepted for bookings through December 31, 2023.

\_\_\_\_\_ **Initial Here.**

\_\_\_\_\_  
Client Signature  
*(Bride, Groom of other responsible party)*

\_\_\_\_\_  
Date of Signature