



## Contract for **A Formal Affair** Wedding at CHM

**General Description:** *This is a contract for a wedding ceremony of 50 persons, including the bride and groom, only 14 of which will be staying at the Mansion, the rest being outside guests invited to join the wedding ceremony. Price, as stated, reflects one weekend night.*

**Total Cost: \$17,207 before tax, gratuities and service fees.**

**Total Cost with gratuity, taxes, and service fees: \$21,114.70.**

**Reservation Deposit:** Wedding deposit requirement will be a non-refundable payment of \$3,000 by check or cash to be paid at time of booking.

**Other payments:** All other projected costs will be due 45 days before the wedding. Any remaining balance for incidentals such as alcohol and beverages will be charged against the credit card on file at the time of purchase or consumption with a final settlement no later than during checkout.

### **Services included in contract:**

- Full service wedding coordinator.
- Exclusive use of Cameo Heights Mansion property and all suites for one afternoon and weekday night, checking in at 3:00PM and checking out at 11:00AM the next day.
- One room the night before the wedding for the bride to use for her personal preparation the night and morning before the wedding.
- Dining room tables settings, linens, and centerpiece.
- Flower package of Bouquets and Boutonnieres for:
  - Bride and Maid of Honor.
  - 3 Bridesmaids
  - Groom and Best Man.
  - 3-Groomsman
  - Flower Girl
  - Ring Bearer
  - 4-Parents/Grandparents
  - Extra charge for Valentine's Day or Mother's Day
  - There may be an extra charge for special order flowers.
- 9 hours of with Barrett Brown; includes gallery/digital files of hundreds of images.
- Wedding officiant.
- Professional Hair and Makeup services for Bride, "From This Day Forward" package. Bride has the option of having a free "trial" at the Salon.
- DJ and Sound System for wedding day and night.
- Food catering services include:
  - Champagne and appetizer reception after the wedding.
  - 4 course Wedding Reception buffet dinner for all 50 guests.
  - Wedding toast of champagne or sparkling cider.
- 3-tiered wedding cake – Professionally made to your specifications.
- AND of course, a delicious breakfast for all fourteen Mansion guests each day of their stay.
- Intimate breakfast for bride and groom in their suite the morning after the wedding.



**Extra wedding guests over 50:** This contract allows for 50 guests. You are welcome to invite more guests to participate with all the wedding party in the wedding ceremony, champagne wedding toast, cutting of the cake, and reception dinner afterwards. The cost per additional guest is \$114 (cake cutting, appetizers, table décor, and 4 course dinner) plus tax, gratuity or service fees. You will provide a final count of invited guests 45 days prior to your wedding event.

**Extra Guests staying at The Mansion:** Depending upon the circumstances and tastes of your guests and with prior approval, we may be able to accommodate 2 or more additional guests staying at the Mansion (normal is two per suite or 14) at the rate of \$39 per person per day with breakfast included. A blow-up cot will be provided for the odd person in any room.

**Children staying at the Mansion:** The normal policy regarding children at the Mansion is “No children under 18.” But this is a wedding and such a service could likely involve some children. The owners of Cameo Heights Mansion love children but the Mansion is not very kid-proof as it was built to host romantic retreats, not family reunions. We expect that you will provide a chaperone for your children at all times. Any incidental damage from whatever cause, including damage by children, or other causes will be covered by the *damage deposit*. For purposes of this contract, anytime children staying in a room make it more than 2 persons, they will be considered “*extra persons*” in terms of pricing their overnight stay.

**Food Catering:** We reserve the right to provide all food catering services at the Mansion. Wedding party appetizers, followed by a reception dinner is included in this package. Full breakfasts are complimentary to those staying at the Mansion. You are welcome to invite outside guests not staying at the Mansion to come in for breakfast at the rate of \$25 per person. Non-alcoholic and alcoholic beverages may be purchased on a cash bar or account basis. The on-site restaurant will be closed for public reservations and serve exclusively the private needs of the wedding party.

**Minimum restaurant fees:** Should you plan on staying extra nights and want to continue having exclusive restaurant service, the following conditions pertain:

- Minimum restaurant fees for exclusive weekday weddings are: \$1600
- Minimum restaurant fees for exclusive weekend weddings are: \$2200
- (On your wedding day, dining services for the 50 wedding guests will easily surpass this minimum, but on successive days, extra persons joining those staying at the Mansion for dinner, will contribute to reaching this minimum restaurant fee.)

**Alcohol Policy:** For any group use of the Mansion, we do not allow alcohol to be brought on premise during any of the days of your group’s stay. We have a resale wine and beer permit and because of our liability with the state, we must responsibly sell and distribute all alcohol that is consumed on the property during all days of any group event which includes weddings, family parties, or any other exclusive group use of the Mansion. We invite you to choose from our great selection of outstanding local wines and beers.

Since we are a licensed public facility and lack the license for the sale of spirits, we are also under obligation to see that no hard alcohol is served or consumed at any time in the Mansion in any public area. Since groups tend to share their stuff with others in their group, we therefore find it necessary to say definitively that in group events, there will be NO alcohol brought into the Mansion...period. This applies to all wine, beer, and spirits.

As required by state law, alcohol service will be limited and controlled. All of the wedding guests will be your responsibility as well as ours. No guest will knowledgeably be over-served.



**Cancellations:** Three intervals are relevant to this discussion of unexpected cancellation:

- *Before 45 days-out-period begins:* You may cancel all arrangements up to 45 days before the wedding, in which case, you will forfeit only the nonrefundable deposit payment.
- *Between 45 days-out and 30 days-out:* If there is a cancellation after 45 day out period begins, when full payment is due and payable, and before the 30 days out period begins, we will refund all food catering charges, food gratuity, and ½ of the service fee and ½ of all contracted services.
- *Inside the 30 days out period:* Cancellations inside the 30 days-out-window and before the 14 days-out-period, will have refunds only of the food catering costs and gratuity.
- *14 days-out-period:* Cancellations inside the 14 days-out-period will have no refunds.

**Damage Deposit:** You will be responsible for any and all damage that may occur incidental to this wedding package. This will be secured through a damage deposit of \$2000 paid at the same time as the 45 day-out final payment. This damage deposit in the form of a check will not be deposited but held by us. Following cleanup after the wedding, any fees or expenses incurred for professional cleaning to remove stains on carpets, bedding, etc. or the replacement of broken or damaged items not related to normal wear and tear will be charged against the damage deposit by depositing the check and refunding the balance. If no unusual damage is detected (like in all previous weddings at the Mansion) it will be returned un-cancelled to the name and address on the damage deposit check provided all incidental expenses have also been paid at checkout.

**Taxes, Gratuities and Service Fees:**

- Most, but not all of these services are subject to Washington State sales tax.
- All food services, except the wedding cake, will be charged an automatic gratuity of 20%.
- All other non-food services (and the wedding cake) will be charged an automatic 15% service fee which provides for the service of our wedding coordinator and gratuities for other Cameo Heights Mansion staff.

**Please Date and Sign:** By your signature, you are indicating that you agree with and are willing to abide by all the conditions and terms of this contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
J Alan or Deanne Fielding

\_\_\_\_\_  
Name of financially responsible wedding guest and their signature

*Thank you for choosing the Mansion for your wedding. We will endeavor in every way to make your wedding here a beautiful experience, stress free, and awash with unforgettable memories.*

*Please Note: This is a specific detailed price-adjusted contract that we understand matches your plans for a perfect wedding. Any changes to this contract will be by signed work order with the understanding that there may be additional costs for later deletions since we may have already made arrangements and rentals that cost us time and money. Additions to the number of guests after this date will depend upon our ability to rent the materials necessary to accommodate additional guests.*