



Please go over the services and payment schedule—don't hesitate if you have any questions.

## Welcome to Embellished Wedding & Event Company

We are a full service wedding and event company. We have helped thousands of brides just like you create their dream wedding and STAY IN BUDGET! We are a family company with over 120 years experience in Tampa Bay.

We provide every client the following: Planning, budget management, and every piece you will need to create your dream wedding. You can choose from our privately owned company's, our preferred vendors, or use outside vendors of your choice.

Whether your budget is \$10,000 or \$100,000 you will receive access to all of our staff including, Venue directors, Wedding planners, Wedding Coordinators, Top Culinary Staff to design your custom menu, Floral & Decor Teams to help you create your wedding theme, and your set up and clean up crews. If your thinking about now, it sounds to good to be true, this is a good fit for you.

The first step is to set up your budget that will hold all your must haves. Then we will help you fill your budget with all the right choices.

Please take a moment to look at the budget below. We will be in touch soon to start adjusting it to fit your must have's.

## MEET SOME OF OUR CLIENTS

I found this company randomly when I was looking for help planning my wedding and I couldn't be happier with my selection. Everyone in the company is extremely friendly and made me actually feel like for once a company who cared about what I wanted and my money. My favorite thing about my wedding was my coordinator Savannah. I cannot explain how amazing she was as a coordinator and how she made my life so much easier. She responded to me whenever I needed and made sure that she completed everything in such a timely fashion.

When it came down to the wedding, she decorated the venue beautifully and made sure that throughout the whole night not only I was happy but the guests as well. She ran around the whole night making sure everything went smoothly and made me realize I would not have been able to do this without her. I recommend you ask for her each time you happen to come across this company and need a coordinator. I honestly could not be happier with all that she did for me.

### Anisha H. Weddingwire

Embellished did an excellent job in planning/hosting/catering our wedding. The decorations, the amazing food, the event schedule, and keeping up with the constant changes that come with a wedding, we couldn't have been happier with how it all came together. Weddings are stressful, but Talk of the Town made the process simple and rather enjoyable. No event goes 100% to plan. There is always something that happens that can create a potential roadblock, but it's how those roadblocks are handled is what make all the difference. Embellished rolled with the punches and made our day even more special. Savannah and the team had their work cut out for them and it was simply the best! ;-). Thank you again for everything! It was a beautiful event and everyone said to us, "This was the best wedding we've been to in

years, if not ever!"

### Christian C. Google

# Embellished Wedding Package

Invoice #

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Date issued

Oct 11, 2023

Next payment due

Aug 28, 2024

SERVICE INFO

QTY

UNIT

UNIT PRICE

TAX

TOTAL

## Venue

1

\$10,000

✓

\$10,000

We will help you find the perfect venue to match your must have's and budget. We work with over 100 of the best wedding venues in Central Florida

<b>Practical Custom Menu</b>	100	\$50	✓	<b>\$5,000</b>
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- Grazing Station: Cheese and Charcuterie or Hummus station
- Appetizers: Choose 2 (hot or Cold)
- Plated Entree: 2
- Plated Vegetable 1
- Plated Starch: 1
- Plated Salad: (2 dressings)
- Plated Bread: 1
- Action Station Available upon request
- Dessert Station: (can include 1 tier cake cutting)

<b>Bar Service 4 Hours</b>	100	\$20		<b>\$2,000</b>
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Includes: Water, Tea, Soda, Alcohol, beer, wine, and signature drinks. Open bar for your guest and bartender.

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<b>In-House Photographer:</b>	1	\$2,500		<b>\$2,500</b>
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- 1 photographer
- 5 hours
- Digital copy of all edited, high-resolution images with ownership rights
- Private online showcase gallery

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<b>In-House DJ Services:</b>	1	\$2,500		<b>\$2,500</b>
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This package gives you a total of 4 hours of coverage. In that 5 hours, we are able to cover your ceremony & reception with 4 hours & 1 hour for cocktail hour.

- Included:
- Consultations
  - ProDJ/MC Wireless Mic w Mic Stand for Officiant and Vows
  - Premium Booth
  - Premium Audio
  - Dance Floor Lights
  - Premium Up-Lighting
  - Personalized Playlist
  - Setup & Breakdown Travel + Fees

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<b>In-house Decor Rental Allowance</b>	1	\$2,000		<b>\$2,000</b>
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In house decorations including:  
Ceremony and reception area's, chairs and tables, bar top tables, and table decor and anything you want to use for decor. Liens, napkins, chargers, plates, flatware, glasses, and table decor.

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**In-house Floral Design Allowance**

1

\$3,000



\$3,000

**Brides Bouquet** Throw-away Bouquet Maid/Matron of Honor Bouquet Bridesmaids Bouquets Flower Girl (flowers as applicable) Grooms Boutonniere Best Man Boutonniere Groomsmen Boutonniere **Boutonniere** - Ushers Boutonniere Ring Bearer Boutonniere (if applicable)

Bride's Mother/Step-Mother Groom's Mother/Step-Mother Bride's Grandmother(s) Groom's Grandmother(s) Godmother(s) Bride's Father/Step-Father Groom's Father/Step-Father Bride's Grandfather(s) Groom's Grandfather(s)

**Reception Centerpieces** - Head Table Centerpieces - Guests Tables Cake Table For the Cake itself Guestbook Table Buffet Table Gift Table Rest Rooms Place Card Table Guestbook Table

Rose Petals (for guests to toss) □ Rose Petals (for the flower girl to sprinkle as she

**Staff**

\$2,500

\$2,500

Included: Wedding Planner. Day Coordinator, Bartender, Culinary Staff, Design team, set up team and clean up.

Subtotal \$29,500

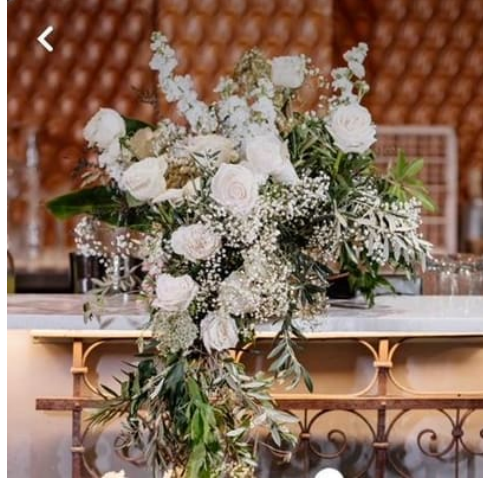
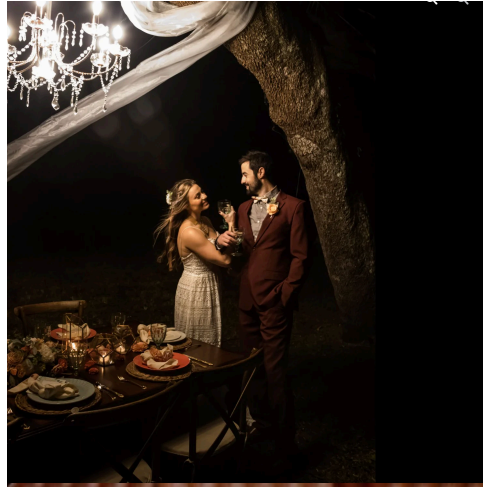
Discount **15%** -\$4,425

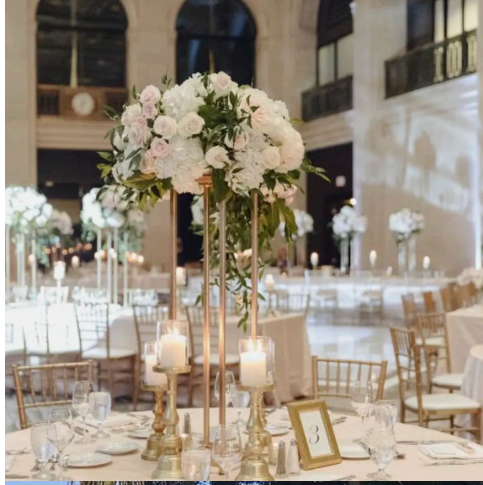
Tax 7% \$1,071

**Total (USD) \$26,146**

**PAYMENT SCHEDULE**

AMOUNT	DUE DATE	PAYMENT DATE	PAYMENT ID	STATUS
\$26,146	Aug 28, 2024			<b>DUE TODAY</b>







## Embellished Planning and Design

Jason Morgan | (813) 322-3818 | [steven.morgan@embellishedfl.com](mailto:steven.morgan@embellishedfl.com)

[www.embellishedfl.com](http://www.embellishedfl.com)

To make things official, please review and sign the agreement below. If you have any questions along the way, please reach out. We want to ensure you have all the information you need.

# Client Service Agreement

Entered into on *Contract Date*.

Events is on *Project Date*.

Parties: Talk of the Town Catering and Events, Inc.

Known as "Provider"

and *First Client First Name First Client Last Name*

Known as "Client"

Collectively, all of the above people or businesses entering this Agreement will be referred to as the "Parties."

### Purpose of the Agreement

Client wishes to hire Talk of the Town to provide services relating to Client's as detailed in this Agreement. Provider has agreed to provide such services according to the terms of this Agreement.

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**Terms**

Services

Provider shall provide Client with the following services and/or products ("Services"):  
**Wedding Services Listed in Proposal.**

### Location and Delivery of Services

**Location.** Provider shall deliver Services to Client at the following location(s): **Project Location.**

**Delivery of Services.** Provider will provide all Services by unless otherwise specified in this Agreement. When the provided Services are tied to the number of guests that Client expects to attend Client's wedding or other event, Client agrees to notify Provider with an accurate guest count.

### Cost, Fees and Payment

**Cost.** The total cost ("Total Cost") for all Services is due in full by **TBD**. Client shall pay the Total Cost to Provider as follows: **\$26,146.00.**

The first payment is a non-refundable retainer. At a minimum, Client agrees that the retainer fee fairly compensates Vendor for committing to provide the Services and turning down other potential projects/clients.

**Additional Charges.** We are a budget friendly company. Our goal is to stay within the budgeted amount. However if the client chooses services and products that are above the budget amount they are responsible to pay those charges immediately upon receiving an invoice. If those changes are incurred within 15 days of the celebration you agree to pay a 50% service charge on those additional charges including any additional increase in guest count the day of your event.

**Payment.** For your convenience, payments can be made online via HoneyBook using a valid credit card. Otherwise, payment is to be made by cash or check. Full payment is due 30 days prior to the event. At the 30 day mark no further changes to the headcount or financials will be made. If final headcount should increase there will be an additional charge for rush order on food and other items within your proposal. If final headcount should decrease there will be no refund for food, beverages, or bar services.

Each client must advise us how they would like to schedule payments and the amount of each payment. If for any reason your selected payment is not paid on the due date chosen there will be a \$50 late fee added to your account.

### Credit Card Authorization Form

**Credit Card Authorization Form.** Talk of the Town will collect a Credit Card Authorization Form on the Monday prior to the event. In the event that there are any damages to the Talk of the Town inventory pieces and/or the total headcount is beyond what is accounted for prior to the event Talk of the Town will provide you an itemized report and invoice of any additional charges.

### Exclusivity

**Exclusivity.** Client understands and agrees that he or she has hired Provider exclusive of any other service provider. In order to provide a high level of satisfaction and quality of service, no other service providers, other than any assistant or third party that Provider hires to complete the Services outlined in this Agreement, are permitted to provide the same or similar services or products, paid or unpaid, at the locations and dates specified in this Agreement.

### Intellectual Property



**Copyright Ownership.** In the event that any copyrighted work(s) are created as a result of the Services provided by Provider in accordance with this Agreement, Provider owns all copyrights in any and all work(s) it creates or produces pursuant to federal copyright law (Title 17, Chapter 2, Section 201-02 of the United States Code), whether registered or unregistered. Any and all products, whether tangible or intangible, produced or created in connection with, or in the process of fulfilling this Agreement, are expressly and solely owned by Provider and may be used in the reasonable course of Provider business.

**Permitted Uses of Product(s).** Provider grants to Client a non-exclusive license of product(s) produced with and for Client for personal use only so long as Client provides Provider with attribution each time Client uses Provider's property. Personal use includes, but is not limited to, use within the following contexts:

In photos on Client's personal social media pages or profiles; or

In personal creations, such as a scrapbook or personal gift; or

In personal communications, such as a family newsletter or email or holiday card.

### Artistic Release

**Style.** Client has spent a satisfactory amount of time reviewing Provider's work and has a reasonable expectation that Provider will perform the Services in a similar manner and style unless otherwise specified in this Agreement.

**Consistency.** Provider will use reasonable efforts to ensure Client's desired Services are produced in a style and manner consistent with Provider current portfolio and Provider will try to incorporate any reasonable suggestion made by Client. However, Client understands and agrees that:

Every client and wedding is different, with different tastes, budgets, and needs; services are often a subjective art and Provider has a unique vision, with an ever-evolving style and technique; Provider will use its artistic judgment when providing Services for Client, which may not include strict adherence to Client's suggestions; Although Provider will use reasonable efforts to incorporate Client's suggestions and desires when providing Client with the Services, Provider shall have final say regarding the aesthetic judgment and artistic quality of the Services; Dissatisfaction with Provider's aesthetic judgment or artistic ability are not valid reasons for termination of this Agreement or request of any monies returned.

### Limit of Liability

**Maximum Damages.** Client agrees that the maximum amount of damages he or she is entitled to in any claim relating to this Agreement or Services provided in this Agreement are not to exceed the Total Cost of Services provided by Provider.

**Loss of Product.** In the event that any or all product(s) are lost, such as damage to or loss of a component of the product necessary for final delivery, Provider shall refund Client a pro-rated portion of the Total Cost based on the amount of Services that were completed/provided against the amount of Services that were agreed to be completed/provided.

**Indemnification.** Client agrees to indemnify, defend and hold harmless Provider and its affiliates, employees, agents and independent contractors for any injury, property damage, liability, claim or other cause of action arising out of or related to Services and/or product(s) Provider provides to Client.

Final counts will be taken 30 days prior to the event at which time small changes and all finalizations will be made. No further changes will be accepted after the 30 day mark as florals, decor, and rentals will be purchased. Should you request additional materials we can not guarantee service based on 3rd party availability. No refunds will be made after 30 days for any Floral, Decor, and Rentals.

### Catering and Food Policy

Each client will be provided either a group tasting or a private tasting. These tastings will be schedule by our culinary department based on our availability and schedule. Due to our custom menu we must have at least 90 to 120 days before the event when your event is booked.

### Cancellation, Rescheduling and No-Shows

**Cancellation, Rescheduling of Services or No-Show Client.** If Client desires to cancel Services, reschedule Services, or if it becomes impossible for Vendor to render Services due to the fault of the Client or parties related to Client, such as failure of the to occur the Client shall provide notice to Vendor as soon as possible via the Notice provisions detailed in this Agreement. Should that notice fall before 90 days of the event the event may be rescheduled to match both parties availability, but not to exceed 1 year from the current date of the event. Should a cancellation or rescheduling occur within 90 days of the event date you there are no refunds or rescheduling opportunities. Should the headcount be lowered within 30 days of the event, no portion of the fees paid to the Provider will be refunded.

### Impossibility

**Force Majeure.** Notwithstanding the above, either party may choose to be excused of any further performance obligations in the event of a disastrous occurrence outside the control of either party, such as, but not limited to:

A natural disaster (fires, explosions, earthquakes, hurricane, flooding, storms or infestation); or

War, Invasion, Act of Foreign Enemies, Embargo, or other Hostility (whether declared or not); or

Any hazardous situation created outside the control of either party such as a riot, disorder, nuclear leak or explosion, or act or threat of terrorism.

**Failure to Perform Services.** In the event Provider cannot or will not perform its obligations in any or all parts of this Agreement, it (or a responsible party) will:

Immediately give Notice to Client via the Notice provisions detailed in this Agreement; and

Issue a refund or credit based on a reasonably accurate percentage of Services rendered; and

Excuse Client of any further performance and/or payment obligations in this Agreement.

### General Provisions

**Governing Law.** The laws of Florida govern all matters arising out of or relating to this Agreement, including torts.

**Severability.** If any portion of this Agreement is deemed to be illegal or unenforceable, the remaining provisions of this Agreement remain in full force.

**Notice.** Parties shall provide effective notice ("Notice") to each other via either of the following methods of delivery at the date and time which the Notice is sent:

Email.

Provider's Email: info@embellishedfl.com

Client Email: First Client Email

**Merger.** This Agreement constitutes the final, exclusive agreement between the parties relating to the and Services contained in this Agreement. All earlier and contemporaneous negotiations and agreements between the parties on the matters contained in this Agreement are expressly merged into and superseded by this Agreement.

**Amendment.** The parties may amend this Agreement only by the parties' written consent via proper Notice.

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\* Signature required

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\* Signature required

