**WEDDING NOTES - Contracts?**

Do I need them? ABSOLUTELY! There are a myriad of critical details that are part of your wedding plans. It only makes sense to have a contract or letter of agreement with each of the professionals you have hired for your wedding.

Most of the services you hire will have a contract format to follow. If he/she does not, you need to insist on a letter of agreement that specifies all the details on which you have agreed and both of you will sign it. Having all the details in print will help ensure that there are no misunderstandings.

Who should have contracts and/or letters of agreement? Your caterer, the reception hall, ceremony site if in a separate site, musicians, florists, transportation services, photographer, wedding planner. Make sure that any contracts you sign cover these general areas:

\*Day, Date and time of the event.

\*Detailed list of merchandise ordered.

\*Detailed list of services to be provided and the hours.

\*Name of contact person in charge of providing your services and a contact phone # and email contact.

\*Deposit and payment schedules.

Be sure to keep each of these letters or contracts in a special file. Refer to them when you double check on arrangements prior to the event. If any changes occur, make note of them with addenda to the original documents.

Having all of these items at hand with give you confidence that the beautiful ceremony and reception that you've planned is more likely to happen as planned.

For more ideas call us @ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or email us @ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_