

## ADDITIONAL TERMS & CONDITIONS

Agreement with and adherence to all terms, requirements, and conditions within the Weddings at Westgate Policies & Procedures packet are **REQUIRED** in order to book your event at DOVE Westgate Church.

- ♥ DOVE Westgate Church reserves the right to decline rental to any event considered to be inconsistent to our values, beliefs, and Mission Statement.
- ♥ **DOVE Westgate Church is not a full-service event planning business.** This means there are certain requests related to facility availability, set-up, and decorating that we are unable to accommodate, *without exception*. This would especially apply to anything that would interfere with regularly scheduled Church activities.
- ♥ **Cancellation Policy:** The renting party may cancel the facility rental up to and including ten (10) business days prior to the date of the event, and a full refund will be issued, *minus the non-refundable \$100.00 Administrative Fee*. If a cancellation is received within ten (10) business days or less prior to the event date, this will result in the forfeiture of your 50% wedding package deposit. You will then be issued a refund for any remaining paid rental fees, *minus the \$100.00 Administrative Fee*.

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## STATEMENT OF COMMITMENT & SIGNATURES

We, the below signed Bride and Groom, have read and understand the requirements contained in the Weddings at Westgate Policies & Procedures packet:

- ♥ *Eligibility & Application Process*
- ♥ *Payment of Fees*
- ♥ *Westgate's Responsibilities*
- ♥ *Bride & Groom's Requirements*
- ♥ *Bride & Groom Event Checklist*
- ♥ *Schedule of Fees*
- ♥ *Facility Requirements*
- ♥ *Additional Terms & Conditions*

We understand that failure to submit our Wedding Contract and proof of Liability Insurance, failure to submit deposits and payments within allotted time frames, or failure to abide by all terms and conditions as contained in this packet and subsequent Wedding Contract, could result in the cancelation of our event, and the forfeiture of our deposit. We agree to the aforementioned requirements and freely consent to abide by them as stated.

Bride's Signature :: \_\_\_\_\_ Date :: \_\_\_\_\_

Bride's Printed Full Name :: \_\_\_\_\_

Groom's Signature :: \_\_\_\_\_ Date :: \_\_\_\_\_

Groom's Printed Full Name :: \_\_\_\_\_

*This page must be physically signed and given to our Facility Coordinator at Initial Consultation.*