

# ALBERTSON WEDDING CHAPEL

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**Congratulations from the staff at the Albertson Wedding Chapel! Your ceremony day is quickly approaching. To better prepare you for what to expect, we have outlined an easy guideline to answer all of your questions & concerns! 😊**

**1. On your wedding day you may arrive at the chapel 30 minutes prior to your ceremony start time. Please tell family & friends to arrive 15 minutes prior to your ceremony start time as well. We understand that in life things happen, if you are running late please call us and let us know. If you are running late you may not have as much time allotted for the bridal room, and your ceremony may be cut short or may have to be rescheduled.**

**2. The Bridal room** should be available for you to use no earlier than **30 minutes before** your ceremony time. Please appoint a family member or friend to keep your belongings with them, or in your car **before** the start of your ceremony. The Bridal room needs to be cleared for the next bride, and we are not responsible for any items left in the Bridal room. If you do not have anyone to appoint please let us know and we will take your belongings in to the main chapel.

**3. If you would like to have your own music for the Bridal entrance and exit, you must designate an ipod or iphone DJ. We highly recommend creating a playlist of 10 songs: the entrance, exit and 10 additional songs to play after your ceremony. We will show your Dj how to hook up to our Blue tooth speakers. Please make sure they know they must play the entrance AND exit song to ensure your day is perfect!**

**4. If you are ordering our Pro Photography or Pro Video package, please note that the turnaround time is approximately 7-10 business days.**

**\*We do provide rush services if needed as follows:**

**\*5 day turnaround Pro Photos & Video is additional \$65**

**\*Same day turnaround for Pro Photography if possible is additional \$125**

**\*Same day turnaround for Edited Pro Video if possible is additional \$236**

5. If you would like to add additional services to your ceremony such as Pro Photography, Pro Video, Bouquets, Candy station, Mini-reception, extra Guests to your list etc - if you haven't already done so, please let us know at least **5 days before** your ceremony day so we can schedule that for you.

6. All children must be chaperoned by a parent or friend at **ALL** times. For their safety we do not allow running, jumping, or playing in the Albertson Wedding Chapel. We do not allow flower petals to be thrown on the floor, as well as rice or bubbles as it is a safety hazard. Any damages and/or broken fixtures incurred during the use of the AWC space will be addressed accordingly and are subject to a damages charge.

7. All balances for services ordered are due **2 weeks before** your ceremony day. No refunds allowed on any services. **Service credit allowed up to 4 months.** You may reschedule your ceremony **within 4 months of your first booking date.** The First change is free, each additional change after will incur a \$50 fee each time. No exceptions. Credit can be applied to the following: Minister, Photography, or Video.

**8. Rescheduling** In order to reschedule your date, time, or location, you must call us to request the change at least (7) days prior. If available, we would be happy to accommodate. However, in order to confirm your reschedule, once we have verified availability, you must pay your remaining balance in full. You must also **HAVE WRITTEN CORRESPONDENCE VIA EMAIL CONFIRMING YOUR RESCHEDULE.**

**9. Date Changes** SHOULD CLIENTS WANT OR NEED TO CHANGE THE DATE OF THE CEREMONY, ANY PAYMENT MADE WILL BE TRANSFERABLE TO ANOTHER DATE IF THE COMPANY IS NOTIFIED AT LEAST SEVEN (7) DAYS PRIOR TO THE ORIGINAL CEREMONY DATE. IF NOTICE IS GIVEN LESS THAN SEVEN (7) DAYS PRIOR TO THE ORIGINAL CEREMONY DATE, CLIENTS MAY BE RESPONSIBLE FOR THE FULL FEE FOR THE SERVICES, AS WELL AS AN ADDITIONAL FEE FOR SERVICES ON THE RESCHEDULED CEREMONY DATE.

IN THE HIGHLY UNLIKELY EVENT THAT THE COMPANY MUST CANCEL THIS AGREEMENT FOR SERVICES, CLIENTS SHALL BE REFUNDED THE FULL FEE PAID FOR THE SERVICES.

**IN ORDER TO CANCEL**, WRITTEN CONFIRMATION MUST BE RECEIVED (EMAIL IS ACCEPTABLE). VERBAL CANCELLATIONS WILL NOT BE ACCEPTED.

**LIMITATION OF LIABILITY.** CLIENTS AGREE THAT, TO THE FULLEST EXTENT PERMITTED BY LAW, COMPANY'S LIABILITY FOR ANY CLAIM, BREACH OR DAMAGE BY REASON OF ANY ACT OR OMISSION SHALL BE LIMITED TO REPAYMENT OF SUMS PAID BY CLIENTS ONLY. CLIENTS AGREE THAT, TO THE FULLEST EXTENT PERMITTED BY LAW, COMPANY SHALL NOT BE LIABLE FOR ANY CLAIMS FOR EMOTIONAL DISTRESS, MENTAL ANGUISH, CONSEQUENTIAL DAMAGES, LOST PROFIT, LOSS OF ENJOYMENT, LOST REVENUES, REPLACEMENT COSTS, COMPENSATORY DAMAGES AND/OR PUNITIVE DAMAGES WHETHER OR NOT FORESEEABLE AND/OR ARISING FROM ANY NEGLIGENT ACT OR OMISSION ON THE PART OF ANY PERSON.

**INDEMNITY.** CLIENTS AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS COMPANY AND ITS EMPLOYEES, AGENTS, INDEPENDENT CONTRACTORS, OFFICERS, DIRECTORS, MEMBERS AND/OR MANAGERS FOR ANY INJURY, PROPERTY DAMAGE, LIABILITY, CLAIM OR OTHER CAUSE OF ACTION ARISING OUT OF OR RELATED TO THE ACTIONS OF CLIENTS OR CLIENTS' GUESTS.

**FORCE MAJEURE.** NO PARTY TO THIS AGREEMENT SHALL BE LIABLE IN DAMAGES OR HAVE THE RIGHT TO TERMINATE THIS AGREEMENT FOR ANY DELAY OR DEFAULT IN PERFORMING HEREUNDER IF SUCH DELAY OR DEFAULT IS CAUSED BY CONDITIONS BEYOND ITS CONTROL INCLUDING, BUT NOT LIMITED TO, ACTS OF GOD (SUCH AS NATURAL DISASTERS), FIRE, GOVERNMENT RESTRICTIONS (INCLUDING THE DENIAL OR CANCELLATION OF ANY EXPORT OR OTHER NECESSARY LICENSE), WARS, INSURRECTIONS AND/OR ANY OTHER CAUSE BEYOND THE REASONABLE CONTROL OF THE PARTY WHOSE PERFORMANCE IS AFFECTED.

**IMAGE RELEASE.** CLIENTS AGREE THAT COMPANY MAY USE ANY IMAGES AND STORIES FROM THE CEREMONY FOR ANY MEANS OF PROMOTION OF COMPANY, INCLUDING ADVERTISING AND DISPLAY ON WEBSITES OR BLOGS, UNLESS OTHERWISE STATED BY CLIENT. CLIENTS WAIVE ANY RIGHT TO PAYMENT, ROYALTIES OR ANY OTHER CONSIDERATION FOR THE USE OF THE IMAGES OR STORIES.

**ENTIRE AGREEMENT.** THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES, AND SUPERSEDES ALL PRIOR AGREEMENTS WHETHER ORAL OR WRITTEN CONCERNING THE SUBJECT MATTER OF THIS AGREEMENT.

**GOVERNING LAW.** THE VALIDITY, CONSTRUCTION AND ENFORCEABILITY OF THIS AGREEMENT SHALL BE GOVERNED IN ALL RESPECTS BY THE LAWS OF THE STATE OF CALIFORNIA.

BY BOOKING YOUR WEDDING WITH ALBERTSON CHAPEL AND/OR SIGNING THIS AGREEMENT, CLIENTS UNDERSTAND THE TERMS AND CONDITIONS AND AGREE TO BE BOUND BY THEM.

**10. FAQ's about the Marriage License: Please note that we only issue Confidential Marriage licenses. You will need to fill out your Marriage License application before your wedding day. You can download it here: <http://albertsonchapel.com/faq>**

**11. We will need to see both of your ID's. They must be government issued non expired ID's such as a Driver's license or Passport. Please ask us for other forms of ID's that are also acceptable. We will need to make copies of both of your ID's to keep on file.**

**12. If you or your fiancé have been divorced in the past 2 years, we will need to make a copy of your divorce decree from the court that shows the stamp and date of dissolution. If the divorce has been longer than 2 years, we will only need the exact Month – Day – Year of the divorce.**

**13.** On your wedding day we will give you a photo copy of your Marriage License and we will send the original document to the State of California Registrar Recorder County Clerk for processing.

**14. How long does it take to get my Marriage Certificate?** Please note that once we file your Marriage License, it will take the State of California Registrar Recorders office approximately **8 weeks** to process and record your license and mail you your marriage certificate to the address you have provided on your Marriage certificate application.

**Client Print**

**Name** \_\_\_\_\_ **Sign** \_\_\_\_\_

**Date** \_\_\_ / \_\_\_ / \_\_\_

**Client Print**

**Name** \_\_\_\_\_ **Sign** \_\_\_\_\_

**Date** \_\_\_ / \_\_\_ / \_\_\_

**AWC Print**

**Name** \_\_\_\_\_ **Sign** \_\_\_\_\_

**Date** \_\_\_ / \_\_\_ / \_\_\_