

SEATTLE KOREAN WEDDINGS

TERMS AND CONDITIONS

Wedding/Event Date: _____
Event Venue: _____
Today's Date: _____
Client Name: _____
Clients Address: _____
Clients Phone Number: _____
Clients Email: _____
Event Coordinator: _____

RENTAL DATE TERMS:

Delivery/ Pick-up Date: _____
Delivery/ Pick-up Time: _____
Return/ Self-Return Date & Time: _____

Terms and Conditions (“Agreement”) between _____ (“Client”) and Seattle Korean Weddings (“Company”) (collectively the “Parties”) for Korean Wedding Rental & Event services (“Agreement”).

The Parties agree as follows:

1. **Rental Items.** Company will make every reasonable effort to deliver the following items as listed below: Please see Rental Package addendum for all Package Services.

- _____ Rental Fee: _____
- _____ Rental Fee: _____
- _____ Rental Fee: _____
- _____ Rental Fee: _____

Please note: Traditional Korean Hanboks must be worn underneath the Brides of Korean Wedding Paebaek Hanbok. These are not included in the Standards Paebaek Package. The Traditional Korean Hanboks can be added to your rental package at an additional cost.

2. **Rental Terms.** The Client shall keep and maintain the rented equipment during the terms of the rental at their own cost and expense. They shall keep the equipment in the same state as when the item was first rented.

- All rental package prices are based on indoor usage. A 20% surcharge will be placed on all rentals that will be used outdoors, do to the additional wear and tear that occurs to the silk garments and rental items.
- The Client shall pay the Company full compensation for the replacement and/or repair of any equipment which is not returned because it is lost/stolen/damaged.
- Any item not returned in the same condition it was during the time of rental, will be charged according to the current updated price list of the items, The Company's invoice for replacement or repair is conclusive as to the amount Client shall pay under this paragraph for repair or replacement. Additional charges may be added to the order based on the level of changes. Please See Damage Addendum for up to date damage fees.
- All billing rates and rental service terms are based on the Scheduled Pick-Up and Delivery times. All rental rates are based on a 48 hour period, unless otherwise stated. If the items are not returned by the specified date and time, the Client will be subject to full term charges.

3. Delivery & Self Pick-up. The items shall be delivered to Client and returned to Company at the Client's risk, cost and expense of the Client until its return. Rental charges are billed to the RENTER for the full term even if the equipment is returned before the end of the term. If the equipment is not returned by the end of the term, then the rental charges shall continue on a full term basis for any additional term or portion thereof until the equipment is returned.

- Client's who choose Self Pick-Up, are responsible for arriving on time and prepared with a vehicle large enough to safely transport the items. The Company recommends having at minimum, an empty mid-side SUV in order to safely transport all of the rental items.
- On the scheduled delivery date, we will make every reasonable effort to deliver your order to the specified location by the time of day you have requested. Once your order has been delivered, we transfer the responsibility to you and your designated vendor or representative.
 - Delivery times are set and designated. Please insure that you have the location of the Ceremony set-up determined and prepared for on time delivery and set-up. Any delay may result in additional service fee of \$100 per hour. Hourly service charges will be charged on 30 minute increments.

4. Rental Return. The return of the rental items is the responsibility of the Client, unless otherwise arranged. Items are to be returned by the specified date and time on the contract. If the items are not returned by the specified date, the Client will be subject to full term charges. ALL RENTALS ARE FOR 48 HOURS, unless otherwise specified.

5. **Booking.** Availability and booking dates are not secured until a **NON REFUNDABLE** deposit of 50% of the total estimated cost is received.

- The deposit must be made within 5 days of expressed intention of booking, or the date will be re-opened to other inquires at the Company's discretion.

6. **Payment.** Clients are fully responsible and liable to pay all balances on their account.

- 50% booking deposit, in the amount of \$ _____ to be paid at the time of booking, and
- Final 50% of remaining balance, in the amount of \$ _____ to be paid 14 days prior to the wedding/event date on _____.
 - All payments made after 14 days are subject to a 10% late fee.
 - Payments made within 7 days of the event date are subject to a 15% late fee.

7. **Cancellations and Refunds.** Deposits and all other initial payments secures a minimum number of hours in The Company's calendar to The Clients event. Due to the specialized nature of our work, our acceptance of your order dictates that we must decline additional inquiry's that we receive for that week. Due to these factors, all deposits made, up to 50% of the initial estimate total, is **NON REFUNDABLE**.

- In the event of an order/event cancellation, the 50% deposit made to reserve the date will be forfeited.
- In the event of a change in date or change in circumstance, The Company will transfer the remaining balance and deposit to the new requested date, subject to date availability.
 - 25% of the remaining balance is due on the original final balance due date, with the remaining 25% due 14 days prior to the new event date.
- Once the final balance has been paid, 14 days prior to the event, no money will be refunded or credited if the order is cancelled.
- The first rescheduling will be complimentary and no change of date fees will be applied. Additional change of dates, will be subject to a 10% fee.

8. **Image Disclosure.** The Company customarily takes photos of each set-up at the delivery site for business purposes. The Company may also submit images of your images to publication in magazines or to other media. The Company reserves the right to use photos and statements from clients in portfolios and/or on our website.

10. **Limitation of Liability.** In the event that a catastrophic occurrence such as death, fire, earthquake, natural disaster, or other Act of God beyond the Company's control, which prevents our performance, we will make every reasonable effort to ensure that your rental items will be produced and delivered on the scheduled delivery date and time with a suitable substitute. However, in the event your item is not delivered despite our best efforts when a catastrophic event occurs, the limit of The Company's liability for such non-performance will be to make a

full refund of all monies the Client has paid. Company will not be liable for any additional or consequential damages.

Client agrees to hold the Company, entirely free from any liability, including financial responsibility for damages, injuries, or illness incurred.

Signatures

Each party has read, understands, and agrees to the terms and conditions of the Agreement. In submitting payment to Seattle Korean Weddings, regardless of absence of signature, the Client agrees to the aforementioned Agreement.

Client

Signature: _____

Printed Name: _____

Date: _____

Seattle Korean Weddings

Signature: _____

Printed Name: _____

Date: _____

SEATTLE KOREAN WEDDINGS

RENTAL PACKAGE ADDENDUM

PACKAGE DETAILS:



Rental of the STANDARD PACKAGE includes:

- Decorative Korean Food
- Embroidered 8 Panel Folding Screen
- Bamboo Floor Mat
- 2 Silk Floor Cushions (1-Red, 1- Blue)
- Teapot and Teacups
- Decorative Wine/Wine Cover
- 2 Wooden Floor Tables (1- Large, 1- Small)
- Bride and Groom Paebaek Outfits (10 pcs)
- Korean Wedding Ducks



Rental of the PREMIUM PACKAGE includes:

- All items listed in the Standard Package
- Delivery, Set-up and Return (within 25 miles only)
- Pre-Ceremony Rehearsal (1.5hrs)
- Master of Ceremony (MC) in English or Korean (up to 3hrs)
 - Includes the officiating of the ceremony
 - Assistance during the ceremony.
- Paebaek Information Guide:
 - Includes:
 - Overview of Korean Wedding Traditions
 - Overview of the Paebaek Ceremony
 - Different Ceremony Style Options
 - 1 hour Consultation to create Ceremony Style and Timeline



Additional Consultation:

All packages are based on the standard timeframes listed above. Any additional consultations, planning meetings, on-site etc., will be charged an additional fee, based on an hourly rate. Fees are charge on 15 minute increments.

Digital Rate: \$100/hour

In-Person Rate: \$175/hour

Client Signature: _____

Date: _____

SEATTLEKOREANWEDDINGS

DAMAGE ADDENDUM

1. Client agrees that all damages that occur during the time of the rental period are the responsibility of the client
2. The Client will have a credit card saved on file to be charged in the event that damages have occurred.

Clients card has been saved on file electronically via invoicing system. If the client has chosen this option, please be sure to check the associated box on our online invoicing system.

Client has filled out the Credit Card Authorization Form attached.

CREDIT CARD AUTHORIZATION

I hereby authorize the below credit card information to be used for all damages associated with the rental to Seattle Korean Weddings

CREDIT CARD INFORMATION (PLEASE TYPE OR PRINT) *OR SAVE ON FILE VIA INVOICE*	
PLEASE CHECK ONE:	VISA MASTERCARD AMERICAN EXPRESS
NAME (as appears on card)	
CARD NUMBER	
EXPIRATION DATE (mm/yy)	SECURITY/ CVC CODE <small>3 DIGITS FOR VISA/MC 4 DIGITS FOR AMEX</small>
BILLING ADDRESS	
STREET	
CITY	STATE
COUNTRY	ZIP CODE

Client Signature: _____

Date: _____

RENTAL ITEM	FULL DAMAGE	PARTIAL DAMAGE	MINOR DAMAGE
- Decorative Korean Food (2)	\$800 (\$400 each)	\$400 (\$200 each)	\$100 (\$50 each)
- Embroidered 8 Panel Folding Screen	\$5000	\$2500	\$250 (minor upholstery fixing, etc)
- Bamboo Floor Mat	\$200	\$100	\$50
- 2 Silk Floor Cushions (1- Red, 1- Blue)	\$50 (\$25 each)	\$26 (\$13 each)	\$15 (\$7.50 each)
- Teapot and Teacups	\$100	n/a set	n/a set
- Decorative Wine/Wine Cover	\$30	\$15	\$10
- 2 Wooden Floor Tables (1- Large, 1- Small)	\$1000 (\$800 large, \$200 small)	\$500 (\$400 large, \$100 small)	\$250 (\$200 large, \$50 small)
- Bride and Groom Paebaek Outfits (10 pcs)	Bride \$2500 Groom \$2000	Bride \$1500 Groom \$1000	Bride \$700 Groom \$500
- Korean Wedding Ducks	\$40	\$20	\$10

Client Signature: _____

Date: _____