

Tie the Knot in Kirkland in 2011

Terms and Conditions

Included with your Fee:

The \$350 registration fee includes the use of Heritage Hall; the services of the officiant; a floral bouquet and boutonniere (white roses, subject to availability) which are yours to keep, with the option to purchase additional flowers for members of your wedding party; recorded or live music (depending on preference and availability); services of a wedding coordinator; a professional photographer during the ceremony for a total of approximately 30 minutes; one 5" by 7" photo with the option to purchase additional photos directly from the photographer; your choice of ceremony (subject to review by officiant); and a hotel room block at discounted rates for out-of-town guests (subject to availability). A portion of your registration fee will be donated to charity.

Limitations and Restrictions:

1. No additional decorations, musicians, CDs, wedding coordinators, officiants or professional photographers besides those provided by KirklandWeddings.com.
2. No rearranging of furniture and/or decorations.
3. No supplemental lights or camera equipment other than personal cameras of guests (flash is OK) and use of one tripod if needed for a guest's video camera.
4. Every effort will be made to start each ceremony within 5 minutes of the scheduled time. If an individual is missing or an item of clothing or the rings are not there, the ceremony will proceed without the missing person or item. If the bride or groom is missing, the event will be rescheduled to a later time in the day, if possible. If that is not possible, the ceremony will be cancelled.
5. No food or drink items or animals (other than service animals) are allowed in the hall. Also, no streamers, rice, birdseed or other items that will interfere with the other scheduled ceremonies. Soap bubbles are acceptable.
6. Only the couple and witnesses are allowed in the downstairs office where the paperwork will be signed, except by special arrangement. The judge, photographer, wedding coordinator and other volunteers from KirklandWeddings.com may also be present. Because we are using the working office of the Kirkland Heritage Society, it is important to limit the number of people using that portion of the building. If there are additional members in the wedding party, they should wait at the top of the stairs inside Heritage Hall.

Schedule:

1. The couple and witnesses must arrive 30 minutes before the scheduled time of the ceremony and meet the officiant in the ground floor/basement office at Heritage Hall.
2. Guests should plan to arrive 15 minutes before the scheduled time for the ceremony and expect to enter the hall 5-10 minutes before the start of the ceremony. Guests should enter from the patio on the north side of the building.
3. The photographer will meet the couple in the downstairs office before the ceremony and take pictures for about 30 minutes, downstairs and upstairs, before, during and after the ceremony. If there are any questions about the cost of extra pictures or any requests for

- particular picture subjects, couples are urged to contact the assigned photographer in advance and make any special arrangements they desire. Additional time with the photographer may be available for an additional fee.
4. Following the ceremony, guests will exit out the front door of the hall (south side), where the couple will join them, after completing their indoor photos. Subject to available time, preferences of the parties and available light, additional photos will be taken outside following the ceremony. Guests unable to navigate the stairs at the front of the building may use the rear exit.
 5. Parking can be difficult in the vicinity of Heritage Hall; it is not unusual to have to park a block or two away. Drivers may wish to drop off passengers in the Heritage Park parking lot. Allow extra time for parking cars.
 6. Ceremony times are assigned after registration forms and payment are received, taking into account the requested time, music and photographer preferences, and other scheduled ceremonies. KirklandWeddings.com reserves the right to set the schedule in a manner that best accommodates the needs of all participants.

Refunds:

In the event of a written cancellation prior to February 1 (for Valentine's Day) or July 1 (for July 15), a full refund will be made, subject to a \$50 handling fee. Refunds are not available after February 1 or July 1, respectively.

Late Registration:

Registrations received after February 1 for Valentine's Day or July 1 for July 15 may be accepted at the discretion of KirklandWeddings.com. Payment in cash or by money order only may be required.

General:

This event is sponsored by KirklandWeddings.com, a non-profit corporation made up of Kirkland-based wedding vendors. All individuals assisting with this event are volunteers. Net proceeds will be donated to charity. Our low-cost ceremony is also made possible through the generous donation of Heritage Hall by the City of Kirkland, including staff participation in the planning of our annual event. We at KirklandWeddings.com are proud of our excellent track record in offering the highest quality wedding services, provided seamlessly for our couples. As professionals, we are equipped to handle even the unexpected, and are certain you will enjoy your wedding experience in Kirkland, Washington.

For more information please email sk@skweddingandeventdesign.com or call Stacy Kvam at (425) 576-4259 or email Hayek Services at hayekservices@gmail.com or call (425) 822-2794. Please also review the information on our website: www.kirklandweddings.com and our face book page: www.fbook.me/kirklandweddings.