

# Vineyard Cincinnati Chapel Usage Agreement for Weddings

It is understood that \_\_\_\_\_ and Vineyard Cincinnati have agreed that \_\_\_\_\_ will use the Vineyard Chapel for a Wedding between \_\_\_\_\_ for a total of **4 hours** on Saturday \_\_\_\_\_ in agreement with the guidelines outlined in the Vineyard Wedding Information Packet. The ceremony start time will be \_\_\_\_\_. The Chapel has been scheduled for **1 hour** for your Rehearsal on **Friday**

Please note that the \$200 refundable security deposit is in *addition* to the wedding fee of \$ \_\_\_\_\_. As outlined in the Vineyard Wedding Information Packet, the \$ \_\_\_\_\_ wedding fee is due no later than \_\_\_\_\_.  
**If the wedding fees are not paid in full by that date, you risk cancellation.**

- **Cancellation Policy:** Once your reservation has been confirmed, you have 60 days to cancel your reservation and receive a refund on your deposit. If your wedding should be canceled after 60 days, for any reason, the deposit is non-refundable.
- **Overtime Fees:** Failure to keep the rehearsal to the 1-hour agreement will result in an overtime fee of \$100 per hour taken from the Security Deposit (effective after the first 10 minutes of overtime). Failure to keep the 4-hour agreement for the ceremony will result in an overtime fee of \$50 per hour taken from the Security Deposit (effective after the first 10 minutes of overtime).
- **Alcoholic beverages:** Alcohol is not allowed on the premises. Failure to honor this will result in the loss of the entire \$200 Security Deposit.

**Any security deposit due back to you should be returned to (usually the person paying the deposit):**

Name:	
Address:	
Phone:	Email:

**Please sign, date and make a copy for your records, and return this agreement within 7 days to::**

Vineyard Cincinnati, Attn: Wedding Scheduler,  
11340 Century Circle East, Cincinnati, Ohio 45246

SIGNED \_\_\_\_\_ Date \_\_\_\_\_

SIGNED \_\_\_\_\_ Date \_\_\_\_\_