

HorseSisters & Associates, Inc.
124 S. Park Avenue Titusville Florida 32796
Phone (321) 385.0216 Fax (321) 383.1397
www.horsesisters.org

RESERVATION SHEET/CONTRACT

Reservation Date _____

Brides Name _____ Grooms Name _____

Person Responsible for Payment _____

Address _____ City _____ Zip _____

Home Phone _____ Cell Phone _____ Work Phone _____

Wedding Consultant Name and Phone _____

Photographer Name and Phone _____

Ceremony Locale _____ Ceremony Time _____

Address _____ City _____

Reception Locale _____ Reception Time _____

Address _____ City _____

What do you wish from us? _____ Horse and Carriage - minimum rental is two hours

Bringing bride to ceremony only ____ Bride and Groom to reception only ____ Both _____

(Baraat) _____ Horse for Groom Only _____ Carriage for Groom Only

_____ Horse for Groom & Carriage for later

Boarding Time _____ Boarding location (front of chapel, at gate, etc.) _____

_____ Name and Cell Phone Number of Contact Person on the day of event

How did you hear of us? _____

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*Office Use Only*

\_\_\_\_\_ Price \_\_\_\_\_ Deposit \_\_\_\_\_ Check number \_\_\_\_\_ Final Payment

\_\_\_\_\_ Check number \_\_\_\_\_ Taxable donation \_\_\_\_\_ Discount (PWG or Previous Client)

## PAYMENT AGREEMENT AND TERMS

Your non-refundable deposit will be **One-Half (1/2)** of your payment and is due at the time of booking, which is first come, first served, based on the date of arrival of the contract and accompanying deposit. **Balance** is to be paid in full **TWO WEEKS** prior to the date of the event unless other arrangements are made.

If your event exceeds the two hour minimum you have booked, the driver must check for conflicts and then approve the additional hour(s). Each additional hour is **\$250.00** and **MUST** be paid in **CASH** before the horse or carriage will continue.

Cancellations less than **Thirty (30)** days before the event will be billed for the remaining balance. Cancellations or **ANY** change to the contract **MUST** be in writing. Use of certified mail, express companies or faxing your changes is highly recommended. Telephone calls will **NOT** be accepted as proof of **ANY** changes to your contract, especially cancellations.

The booking time on your reservation contract is the time the contract begins and we will arrive. Whatever the event, the clock starts based upon this time. We need a phone call notice from you at least twenty four (24) hours to change this time and it must be written and signed and faxed to us. These stipulations protect you, the customer, as well as HorseSisters & Associates, Inc. carriage services.

All events booked have a **TWO (2)** hour minimum. The price quoted depends on travel time to the location, fuel costs and difficulty of the event. The carriage **WILL NOT** travel on any highways or major thoroughfares or any roadway with a speed limit of over 35 miles per hour without a police escort, which is the customer's responsibility to procure. Paperwork affirming the police escort must be sent to us 10 days before the event.

When planning an event that requires the carriage to travel from one location to another, please understand it takes the horse almost **one half (1/2)** hour to travel one mile pulling the carriage.

Weather situations beyond all of our control arise constantly in Florida. HorseSisters has only had two events rained out in nearly eight years. Unless there are hurricane warnings, we always arrive for every event, no matter the weather. Near the event time, if it is the best judgment of your experienced company driver not to proceed because of the weather, the service will be canceled and one half of your payment will be refunded within **TEN 10** days.

HorseSisters is an all volunteer, nonprofit charitable agency that has been serving disabled children and adults statewide with rescued horses since 1998. As a result, 50 percent of your payment can be a tax free donation and a charitable write off for you at tax time. We are not tax experts, please check with your tax consultant for all the benefits. We would be happy to provide you with documentation.

Also, if you donate to a charity, many employers will MATCH your donation, all it takes is for you to provide proof of the donation. We love when this happens for us, so we hope you will ask your companies if they do so.

Our driver and the driver's helpers are volunteers, so tips (20 % is customary) should be given to him/her directly, as they are not included in the price for your event and are greatly appreciated.

I have read the above contract fully and understand all the terms and agree to all of the above.

Signature of Person Paying for Service

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Print Name

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Date