

## Client Fact Sheet – Other Ceremonies

### Introduction:

Hi, my name is Adrian Downey and I am a Civil Marriage Celebrant located in The Hills area Sydney. I will work with you to create a ceremony that truly reflects you. **This fact sheet contains information in regards to all ceremonies with the exception of marriage ceremonies. For marriage ceremonies please refer to my wedding fact sheet [here](#).**

### Booking Fee:

When you confirm your ceremony with me a \$100.00 booking fee is payable. This amount secures your date and is deducted from the total cost of the ceremony fee of \$250.00 In the event of a cancellation, the booking fee is not refundable.

**Payment** may be made by cash, direct deposit, BPAY®, PayPal, EFTPOS or credit card. PayPal payments can be made [here](#).

### Music:

Please speak with me regarding your music requirements and I will assist where possible.

### PA system:

I will also supply a reliable PA system, so that the ceremony can be heard clearly by all.

**If you are looking at a Naming Ceremony please find more information [here](#).**

**If you are looking at a Renewal of vows or second wedding ceremony please find more information [here](#).**

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### Meetings :

At least two meetings should be held:

At the first meeting the ceremony details are discussed and samples will be provided to assist you in creating your ceremony and the booking fee is paid. I will also discuss with you any other matters that you would like to clarify with me. After that, I will keep in touch with you by phone and email. In other words, I will be with you all the way on this beautiful journey leading up to your destination, your memorable ceremony Day.

A second meeting is arranged nearer the date in order to finalise the details of the ceremony. We will rehearse your ceremony (if required). Also, the balance of the fee is paid.

### Ceremonies Held in Parks:

A ceremony that the you wish to have in a park, reserve, botanic gardens or on a beach, MAY require permission from the local council or trust. Some Council's make a charge and allocate only limited time for a ceremony.

It is your ceremony and you have the choice of the ceremony that you wish to have on your special day, which may include readings, verses and vows. My reference books and examples of Ceremonies, Readings & Poems will guide you to select the ceremony of your choice.

**Please do not hesitate to contact me at any time if I may be of further assistance.**

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