



BENJAMIN ROLLINGS, D.M.  
Pianist | Organist | Photographer

## CONTRACT FOR WEDDING MUSIC SERVICES

This agreement including the attached items and conditions for the service of a musician for the engagement described below is made on \_\_\_\_\_, 20\_\_\_\_ between the undersigned service recipient (herein called “Client”) and the service provider Benjamin Rollings (herein called “Musician”).

### Contact information

Bride’s full name \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Groom’s full name \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Client’s full name \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### Wedding Event Details

Wedding Date \_\_\_\_\_ 20\_\_\_\_ Start Time \_\_\_\_\_ : \_\_\_\_\_

Bride Arrival Time \_\_\_\_\_ : \_\_\_\_\_ Estimated Ceremony Length \_\_\_\_\_ minutes

Wedding location \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

### Wedding planner or wedding day emergency contact

Name \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

## Service Details

This is a contract for professional music services for the event listed above.

❖ Consultation may be over the phone, by email, or in person regarding the music selections and other details.

❖ The Musician will provide prelude music beginning at approximately 20-30 minutes prior to the scheduled start of the ceremony, and will continue until the start of the selected processions. Postlude music will be provided up to ten minutes following the recession of the wedding party, enough to cover the exit of most of the congregation, as appropriate.

❖ Unless the Client makes a specific request for pieces to be performed by the Musician, the Musician will determine the appropriate classical repertoire and wedding music to be performed. The Client must make the request for specific music at least two weeks (14 days) before the wedding date, or at least thirty (30) days before if the Client has a special request for music not on the Musician's repertoire list(s).

❖ If the Client requests the Musician to perform with an outside musician or group of musicians (as would be the case in accompanying a vocalist, for instance), it is the obligation of the outside performer(s) to provide the Musician with the necessary scores needed for the performance.

❖ The total performance time for the event shall not exceed two consecutive hours past the designated start time. In the event the performance time exceeds two consecutive hours, an additional fee of not more than \$100 per hour will apply.

❖ The Musician is not obligated to attend the wedding rehearsal without additional compensation (see Music fees below).

## Payment, Amendment, and Cancellation Policies

Music fees (please check all that apply)

- \$300 – *Ceremony Music Fee*  
(This includes a consultation and the performance of all ceremony music.)
- \$25 – *Special Music Request Fee – optional*  
(Please check with the Musician if you would like to request a solo piece/song that does not appear on the Musician's repertoire lists. There is a chance that he may have played it before. If not, this fee applies to each piece/song. This is to reimburse the Musician for purchasing the score and/or for the extra preparation time needed to perform proficiently. Please note that this fee does not apply if using an outside musician.)
- \$50 – *Outside Musician Fee – optional*  
(If you choose to use an additional musician or group of musicians, this fee applies. This is to cover the additional preparation and rehearsal time needed. However, if there is no musical collaboration between musicians, i.e. if the musicians alternate performing during the wedding ceremony, then this fee need not apply.)

- \$200 – *Audio Recording Fee – optional*  
(For a wedding held at St. Francis, a high-fidelity audio recording of the entire music performance can be captured for posterity. Recordings are produced using a multi-microphone setup optimized for piano, organ, or any other instruments used during the ceremony - something most videographers neglect to do. The fee covers equipment setup, editing, and electronic distribution. Due to U.S. copyright laws, recordings are for personal use only and may not be used commercially without written permission of the performers(s).)
- \$100 – *Wedding Rehearsal Fee – optional*  
(It is usually not necessary for the Musician to attend the wedding rehearsal. However, if his presence is requested, this fee provides compensation for both mileage and time. Please check if the Musician is available on the wedding rehearsal date before applying this fee.)

Total \$ \_\_\_\_\_

- ❖ A non-refundable deposit in the amount of \$ \_\_\_\_\_ (50% of total) made payable to **Benjamin Rollings** is required to guarantee booking of this event and is due upon signing the contract. The remaining balance of \$ \_\_\_\_\_ shall be paid at least seven (7) days prior to the event date. If the remaining balance is not paid in full by \_\_\_\_\_ (mm/dd/yyyy) this contract is null and void, all monies paid will not be returned and the Musician will not perform for the contracted services. Payment is accepted by cash or check. Any returned (nonsufficient funds) check will incur an additional \$35 fee.
- ❖ Any cancellation notice **MUST** be made in writing and signed by all parties.
- ❖ Any amendments to this contract, including wedding date rescheduling, **MUST** be made in writing and signed by all parties.
- ❖ If the Client cancels the wedding or the musician's services, the deposit will be retained by the Musician.
- ❖ If the Musician cancels the performance for some reason, such as death, illness, or accident beyond his control, the Musician will refund all monies paid by the Client. If possible, the Musician will offer to locate an alternate musician.
- ❖ This contract is hereby considered by both parties to be legal and binding in accordance to the conditions set forth herein.

Client printed full name \_\_\_\_\_

Client signature \_\_\_\_\_ Date \_\_\_\_\_

Musician signature \_\_\_\_\_ Date \_\_\_\_\_