

Please complete in BLACK INK

Reference



MedWeds LTD

The Wedding Specialists

2013 – MedWeds Booking Form

Bride's Name Groom's Name

Address

Tel No Email

Date/Time of Wedding Wedding venue Number of Guests.....

Accommodation Arrival date Departure date

Passport* Bride British Irish Other (please specify)..... Expiry date

Passport* Groom British Irish Other (please specify) Expiry date

***You must have three month's or more following your return date to your country of residence**

	Bride		Groom	
Do you have a full birth certificate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you been married before? If so,	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have the original Decree Absolute?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Church Wedding, do you have original Baptism/Christening certificate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Date of Birth?

A sworn Statutory Declaration is required by each person to declare you are free to marry, whether you have been married before or not. UK citizens require a Statutory Declaration. Scottish & Welsh citizens require a Certificate of No Impediment or Statutory Declaration. Irish citizens require a Freedom to Marry certificate. Full details will be supplied by MedWeds once we receive our booking form and deposit.

Bride's Religion Groom's Religion(Church Weddings only)

If widow/widower, adopted, changed name or under 18 year's (please give details)

Do you require MedWeds to be witnesses at your Wedding? Yes No

Do you require MedWeds to book transport from - Larnaca Airport? Yes No Paphos Airport Yes No

Please make sure this top section is always completed

How would you like to book your wedding?

We highly recommend you book one of our Collections to give you peace of mind that everything will be covered for your wedding day- MedWeds Wedding Arrangement Fee is included in all of our Collections

Olympian Collections Zeus Artemis Aphrodite Athena Hera Troodos

Please see each Collection for the full amount and full deposit required

Wedding arrangement fee €395.00 Blessing or Renewal of Vows €250.00

Just the Basics €215.00

2013 - Terms & Conditions – Please read this carefully!

Wedding Arrangement Fee and Collection deposits are non refundable

Civil, Anglican & Catholic weddings - Wedding Arrangement Fee €395.00

Blessing or Renewal of Vows - Arrangement Fee €250.00 plus the cost of the person to perform your ceremony

When booking the above you can select a Collection, the deposit required is shown on each Collection.

Amendments to any wedding arrangements – should you wish to change any aspect of your wedding there is an administration fee of **€50.00** to make the required changes. We may waiver one charge prior to receiving our Booking form.

If payment is received late or incorrectly then you will be subject to an additional administration fee of **€50.00**, this fee may be added to your final invoice or to be paid in resort in cash in Euros.

Payment for 'Extra Touches'

24 - 20 weeks prior to your wedding we will contact you to receive your final requirements then the full amount for your 'Extra Touches' must be paid 16 weeks prior to your wedding date. This amount is to be transferred in Euros into MedWeds Cyprus bank account. MedWeds bank details to be supplied, or you may pay by credit card where there may be a service charge applied. Once the final amount is paid and anything is deleted unfortunately there are no refunds.

Town Hall fees

The Marriage Licence fee payable for all weddings is €282.00 payable directly to the Town Hall in resort. If your wedding is booked outside of the Town Hall there is a fee for the Marriage Officer to perform your wedding in a hotel, garden or yacht - these fees are also paid direct to the Town Hall. The fees vary approximately from €100.00 - €450.00 – we can advise you for your relevant wedding venue.

Hotel fees

Hotel venue fees vary from one hotel to another we will advise you of your hotel fees payable. Some hotels require a deposit to secure your wedding date

Paphos Anglican Church fees

Paphos Church weddings fees are €680.00 (2012) and they require a deposit of half of their fees which is €340.00 (2012) and this **must be paid within 6 weeks from the date your wedding is confirmed to you.** In resort the balance of €340.00 (2012) is payable in Euros in cash to the Church. These fees are for Ayia Kyriaki (St Paul's Pillar), St George Church, Hotel & Yacht weddings. We will send you the details for you to make this payment when we confirm your wedding to you.

Ayia Napa, Larnaca, Protaras & Troodos Anglican Church fees

Church fees for these areas must be paid in Euros in cash in resort to the Church which are €500.00(2012). **If you cancel your wedding within 6 weeks of your wedding date then half the Church fees must be paid by yourself to the Church which is €250.00(2012).**

Please note Troodos fees are €660.00(2012)

Ayia Napa - Adams Beach Chapel, Aeneas Beach Church, Grecian Sands Chapel **Larnaca** - Palm Beach Chapel **Protaras** – Golden Coast Chapel **Troodos** – St George in the Forest

Paphos Catholic Church fees

Paphos - Ayia Kyriaki Church (St Paul's Pillar), St. George Church, Hotels & Yachts €650.00(2012) to be paid in Euros in cash in resort

Ayia Napa & Larnaca Catholic Church fees

Ayia Napa – Aeneas Beach Church **Larnaca** -Terra Santa Catholic Church (Catholic donation to be paid in Euros in cash in resort)

Late payments

The Wedding Arrangement Fee, Olympian & Troodos Collections must be paid as stated, if payment is not received by the due date we will **be entitled to cancel your wedding. Any Collection deposits or Wedding Arrangement Fee(s) already paid will be forfeited.** If payment is received late or incorrectly then you will be subject to a minimum additional administration fee of €50.00, this fee maybe added to your final invoice or to be paid in Euros in cash in resort.

Cancellation charges for Olympian, Troodos Collections & Extra Touches

It is agreed between us that should you wish to cancel all or any part of your booking, or the booking is cancelled by us due to non-payment then we shall be entitled to the following percentage of the value of any Collections and/or extras booked or requested by yourselves.

From date of booking to 90 days notice 50%

Between 90-60 days notice 75% - 59-30 days notice 80%

30 days or less 'No Show' or after arrival in Cyprus you decide not to get married 100%

Acceptance of MedWeds Terms & Conditions – Please read carefully before signing!

We can only co-ordinate your wedding when you book MedWeds recommended suppliers. If you do not wish to book MedWeds suppliers **we reserve the right to cancel your wedding and any money paid will be forfeited.** This relates to your wedding cake(s), limousines, transport, flowers, photography & horse & carriage. This policy has been made through experience over the years that your wedding would not run smoothly without our professional team of suppliers. **Also MedWeds has an extensive decoration service so why take up valuable space in your suitcases when we can supply everything you need in Cyprus.**

We confirm acceptance of all the terms and conditions and enclose the deposit and/or full amount within 14 days of confirmation of our booking

Please note where a cake is included if MedWeds are not able to supply the cake due to hotel/reception policies then we will offer you a bottle of French Champagne in its place.

MedWeds cannot be held responsible if for any reason the date and time of your wedding booked is changed by the Town Hall, Church, Hotel, MedWeds or any of the suppliers before or upon your arrival in Cyprus. MedWeds also cannot be held responsible if any of our suppliers are unable to provide the goods, venues, yachts* for your wedding day. We will, of course, try our best to provide an alternative. *Please note the yachts can only sail weather permitting. All prices and conditions are correct at time of going to press, but can be subject to change without prior written notice.

It is your responsibility to ensure you remember to bring all your original or certified documents required for your wedding to Cyprus. Failure to do so may result in your wedding being cancelled. MedWeds will check your Statutory Declarations and your Passports but cannot be held responsible for incorrect paperwork once you arrive in resort. **Please note all prices are for British and Irish Passport holders only.**

Please tick the appropriate box for the amount you are paying

Just the Basics €215.00 **Blessing or Renewal of fees** €250.00

Wedding Arrangement Fee €395.00 Collection deposit Amount..... Other.....

Payment by Credit card payment Cyprus Bank Transfer

Signature Bride

Date

Signature Groom

Date

MedWeds reserves the right to change this booking form at any time without prior written notice

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