

# UIC WEDDING CONTRACT FORM



Please complete as much of this form as you can. Put N/A in spaces that do not pertain to your wedding. The Center requires two days refundable deposit of \$100 due at the time the contract is completed. All weddings require cleaning the place after the wedding or their deposit will be taking away. The Center fees must be paid half up-front and the rest in full 30 days before the booked wedding date. Any changes made to the wedding contract form must be made within 14 days before the wedding date and submitted to the Administrative office otherwise immediately \$100 will be charge. All weddings require a Wedding Coordinator present.

Date \_\_\_\_\_ Start time \_\_\_\_\_ End time \_\_\_\_\_

Your reservation:    day time \_\_\_\_\_ night time \_\_\_\_\_ both \_\_\_\_\_

Number of guests' expected \_\_\_\_\_

Sheikh Preference \_\_\_\_\_

### Wedding Coordinator Contacts:

Full name \_\_\_\_\_ phone \_\_\_\_\_

Email \_\_\_\_\_ Address \_\_\_\_\_

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

Are you a member of Umatul Islam Center Committees    Yes \_\_\_ No \_\_\_?

#### **Bride (Mrs.)**

#### **Bride (Mr.)**

Full name _____ E-mail _____ Address _____ City _____ State _____ Zip _____ Phone _____	Full name _____ E-mail _____ Address _____ City _____ State _____ Zip _____ Phone _____
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### CASH ONLY.

Weekdays \$500.00. Weekend \$550.00

Deposit Paid \$ \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_ Unpaid balance \$ \_\_\_\_\_

Wedding Coordinator Signature \_\_\_\_\_