



Getaway Elopement Reservation Request Form

1900 Belmont Boulevard · Nashville, TN 37212

Phone: 615.460.6589 · Fax: 615.346.0157

Rev. Brandon Rich, Director of Weddings & Rentals

Email: brandon.rich@belmont.edu

www.BelmontMansion.com · www.RichEvents.org

Bridal Client Contact Information

Requested Ceremony Date: _____ Preferred Time: _____

Bride: _____ Email: _____

Groom: _____ Email: _____

Bride Cell/Home Phone: _____ Groom Cell/Home Phone: _____

Bride or Groom's Street Address: _____

Please circle the one whose address is provided

City: _____ State _____ Zip _____

Getaway Elopement Guidelines

1. Fee is \$200.00 and is to be paid in full with cash, Visa, MasterCard or Discover prior to the ceremony and is nonrefundable.
2. The Director of Weddings & Rentals will provide the couple with a standard Christian or non-religious wedding ceremony. Customization of the vows is only possible with sufficient notice, otherwise a standard ceremony will be provided.
3. Ceremonies may be scheduled during regular museum tour hours which are Monday-Saturday 10am-4pm and Sunday 1pm-4pm. Ceremonies may also be scheduled prior to or after daily museum tours, subject to availability of space and in accordance with the availability of the Director of Weddings & Rentals. All weddings and other rental events are scheduled on the mansion calendar, so your ceremony will not be considered booked until this form is received, reviewed and approved by the Director of Weddings & Rentals. If approved, the client will be notified by email or by phone if the client does not have access to email. This form may be submitted by fax, mail, email or it may be submitted in person with a scheduled appointment. Please note the actual time of the ceremony, as well as the date, must be approved by the Director of Weddings & Rentals. The specific location of the ceremony on mansion property is completely at the discretion of the Director of Weddings & Rentals and will be decided in accordance with the activities at the mansion at the time of the ceremony, weather conditions, or other pertinent considerations.
4. Couples are allowed a brief ceremony and will be allowed to take photographs, but no specific amount of time is guaranteed. Allowance of time is determined by the Director of Weddings & Rentals. Please note that Getaway Elopements are not considered a private rental of Belmont Mansion, therefore museum tours and other mansion/museum operations may continue before, during and after these ceremonies. Music is not allowed if the ceremony takes place during museum tour hours. Reception food or beverage is not allowed. Alcohol and tobacco are not allowed.
5. Due to the unique nature of Getaway Elopements, professional photography, videography and staged drive-away transportation is restricted to one approved vendor. Visit www.LadakProductions.com, email info@ladakproductions.com or call 615.589.9971 to speak to L.A. Alley or Dak Alley of Ladak Productions.

Client Signature Date
(Bride, Groom or other responsible party)

Director of Weddings & Rentals Signature Date

For Mansion Use Only:
___ Approved as Requested
___ Approved with Modification: _____

___ Not Approved as Requested: _____
