

ALL "I DOS"
ARE NOT
CREATED
EQUAL.

LIVE THE PALACE LIFE



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CREATE THE MOMENT TRAVEL
360-790-6451
www.CreateTheMomentTravel.com


PALACE
RESORTS®
WEDDINGS

EVERY COUPLE IS UNIQUE

One of a kind weddings are our specialty.
At Palace Resorts there is no one size fits all wedding solution.



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CUSTOMIZE YOUR DAY. YOUR WAY

Every couple is unique. Every wedding should be, too. Customize to your heart's content. Let your imagination run wild. We will make it possible.

Review your options:

- Locations
- Resorts
- Bridal Bouquets
- Floral Accents
- Cakes
- Linens
- Photo Packages
- Bridal Registry



WEDDING CEREMONY & RECEPTION LOCATIONS

Over 100 breathtaking locations.
The perfect backdrop for a perfect wedding.
From a religious chapel to a 360° view sky terrace,
our properties have it all.



Connie

CREATE THE MOMENT TRAVEL
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PLAYFUL. CHIC. UNIQUE.



Sky Wedding Deck



North & South Beach

Contact your wedding coordinator for a complete list of locations!



Sky Bar South Terrace



Palenque Terrace

Why Beach Palace?

Our multi-generational family resort in Cancun's hotel zone, it's perfect for big-family weddings. Don't miss the Sky Terrace, with incredible 360° Caribbean views.



A PERFECT ISLAND PARADISE



Contact your wedding coordinator for a complete list of locations!



Why Cozumel Palace?

Our island paradise, with a breathtaking sunset-view wedding gazebo, an ocean-front Nuptial Suite, opulent wedding party loft suite and a private pier.

WHERE COUPLES GET AWAY



Beach



Restaurant Terrace #3

Contact your
wedding
coordinator for
a complete list
of locations!



Hammock/Relaxing Area



Pool Area



Why Isla Mujeres Palace?

Our intimate 62-room boutique resort, perfect when you want to have a venue all to yourself.



ENDLESS POSSIBILITIES



Beach



Religious Chapel

Contact your
wedding
coordinator for
a complete list
of locations!



Tucan Gazebo



Tucan Terrace



Why Moon Palace?

Our AAA Four-Diamond entertainment capital, with horse drawn carriages, a Catholic chapel and a private beach for idyllic ceremonies.

LAI-D-BACK CHARM MEETS ELECTRIC VIBE



Beach



Wedding Terrace

Contact your wedding coordinator for a complete list of locations!



South Solarium



Luna Terrace

Why Playacar Palace?

Our chic Trip Advisor Traveler's Choice Award-winning resort, located in the heart of Playacar's vibrant 5th Avenue neighborhood.



A COUPLES RETREAT THAT BRINGS YOU CLOSER TOGETHER



Beach



Tratto Terrace

Contact your wedding coordinator for a complete list of locations!



Spa Terrace



Ocean Ballroom

Why Sun Palace?

Our intimate, couples-only resort in one of Cancun's best locations also boasts a beautiful beach. Simply jaw-dropping.

BRIDAL BOUQUETS

Choosing the right type of bridal bouquet to match the style of your wedding is important because after all, everyone's eyes are on you! Our florists are experts in interpreting your wishes and making them come true. Contact your wedding coordinator with your ideas!



CREATIVE FLORAL ACCENTS

Flowers will lighten up your day during your ceremony, reception, and cocktail. Whether you know a lot about flowers, or know nothing, Palace Resorts is here to help. Contact your wedding coordinator with all your inspirations and she will make them happen!



CUSTOM WEDDING CAKES

The Palace Resorts expert cake design team will take your design ideas, color scheme and overall wedding theme to create a one of a kind masterpiece. From a traditional wedding cake, to designing a modern, unique and elegant cake with all colors. We will help you turn your vision into a spectacular, breathtaking work of edible art.



UNIQUE SELECTION OF LINENS

With a vast selection of linens and coordinating sashes, Palace Resorts brings elegance, style, color and creativity to your dream wedding! Boasting custom unique chair covers, satin sashes, table linens, and napkins, our team brings your vision to life. With many beautiful prints to choose from, it will be easy to find just the right pattern. Our experienced team of wedding coordinators and installation workforce works efficiently to ensure your ceremony and reception look perfect, well before your guests arrive!



PHOTO PACKAGES

Photography is the cornerstone of your wedding's memories. The right picture instantly takes you back to the happiest day of your life. Capturing your nuptials the way you envision starts with choosing a wedding photographer who is professional and experienced.



BRIDAL REGISTRY

You will be able to open your Bridal Registry and design your own wedding website once the wedding has been confirmed. Within the registry, you may choose from flowers, wedding décor, tours, golf, spa treatments and more. Within the wedding website you may personalize the design, upload engagement pictures, and favorite songs.

Share with your friends and family all your plans! Visit:

www.CreateTheMomentTravel.com



1 BRIDE, 47 WEDDING COORDINATORS

Have a dedicated wedding team every step of the way. 47 wedding experts with one goal: making your dream a reality.

- Work with one specialized team, every step of the way
- Leave stress behind, while we handle every detail



ADDITIONAL PLANNING TOOLS

- Wedding guide
- Inspirational catalogs
- Vendor catalogs
- Wedding request form
- Bridal & honeymoon registry
- Real wedding pictures



PLANNING YOUR WEDDING



Consult with your personal Palace Resorts Wedding Coordinator



Book your stay including date and time of your ceremony.



Choose your location



Choose your cake



Choose your centerpiece



Choose your bouquet



Choose your photo package



Leave stress behind, enjoy!

COUNTDOWN

12 -10 months

- Set a budget. Factor in the number of guests and determine how much you can afford to spend.
- Decide on a place. Consider your wedding style and choose a first, second and third choice. Factor in travel time and distance.
- Research the resorts and select which one is ideal for you and your loved ones. Each property has its own personality!
- Research airfare rates.
- Look into the marriage legalities
- Notify family and friends of your decision to marry away; set a date.
- Decide on your wedding attendants.
- After selecting a resort, make travel arrangements for a visit.
- Discuss with your wedding coordinator what you envision for color theme, florals, video, lighting, photography and more.

9 months

- Visit the resort and meet with the on-site wedding coordinator and local vendors. Look into a group discount on room rates.
- Begin your search for your honeymoon resort if you will not be honeymooning at your wedding resort.
- Start gown shopping and begin registering for gifts.
- Put together your guest list.
- Set up your wedding website. Start with your wedding date and location, adding travel info and other relevant logistics as you go.

6 months

- Send out save-the-dates to give your guests plenty of time to make travel arrangements.
- Get a rough head count; reserve a block of rooms.
- Contact your officiant. For most religious ceremonies, you may be required to attend pre-wedding counseling. Civil ceremonies require additional paperwork. Work with your wedding coordinator to guide you step by step.
- Prepare all paperwork (passports, documents needed for marriage application and license).
- Make sure website is updated with your most recent information.
- Review documentation for a legal ceremony with your coordinator. Research group activities and excursions. Prepare welcome letter to guests and itinerary of events to include in gift bag.



- Review and finalize contracts.
- Buy travel and wedding insurance.
- Reserve a block of rooms at the hotel in different price ranges and direct your invitees to your wedding website for the details.
- Contact a travel agent to see if you can reserve a block of seats with an airline. Many carriers offer discounts to passengers with groups over ten.
- Book your honeymoon/travel plans.
- Select and order your gown and bridesmaid dresses.
- Make final selections for your flowers, decor, menu and cake.
- Select music for the ceremony, cocktail hour and reception.
- Make arrangements for any transportation at the location such as a shuttle for guests to and from the airport.

4 months

- Send out invitations.
- Have groom and groomsmen rent tuxedos, if wearing them.



3 months

- Make sure website is updated with your most recent information.
- Review documentation for a legal ceremony with your coordinator. Research group activities and excursions. Prepare welcome letter to guests and itinerary of events to include in gift bag.
- Order brochures of local attractions and area maps to include in the gift bag.

2 months

- Set up a seating chart, get all RSVPs from guests.
- Test a spray tan if you plan on getting one for the wedding.

3–6 weeks

- Confirm travel reservations; release any rooms not needed.
- Finalize details with wedding coordinator and local vendors.
- Review an order of events schedule with your coordinator.
- Revisit ceremony details: write vows, finalize music.
- Ask guests to RSVP for group activities via e-mail.
- Ship gift bag items, printed materials (programs, etc.) to site.

2 weeks

- Finalize guest head count and confirm group activities.
- Update your website with final itinerary.
- Confirm your honeymoon reservation and any special requests.
- Address any wedding announcements, stamp and arrange for mailing on your wedding day.

1 week

- Finalize the seating plan; give caterer your final guest list count.
- Pack what you need for the wedding and honeymoon; pick up tuxes.
- Put together an emergency kit (spot remover, band-aids, aspirin, etc.).
- Determine photo schedule and shot list for photographer.
- Confirm final meeting with vendors for when you arrive.

Day before departure

- Go over final details with coordinator; update website.
- Contact wedding party and make sure they know how to reach you.

3–4 days

- Arrive at location and meet with on-site coordinator, officiant and vendors to review final details.



DOCUMENTS REQUIRED FOR CIVIL/LEGAL CEREMONIES



The Bride & Groom must NOT be legally married in order to qualify for our civil ceremony. If they are already married, they must choose a Symbolic or Vow Renewal ceremony. Bride & Groom must arrive three (3) business days prior to ceremony (Monday – Friday) and four (4) if going to Cozumel. Couple must arrive by noon or earlier in order to consider day of arrival as the first business day.

One month and fifteen (15) days before your wedding date please submit via email to your wedding coordinator:

1. Copy of Birth Certificates (certified copy of each one) to be translated into Spanish at the resort. If not in Spanish, the name that appears on your wedding certificate will be the same as on your passport. If you would like the name of your parents to appear on the marriage certificate, it must have an Apostille (http://www.hcch.net/index_en.php?act=text.display&tid=160). Otherwise, their name will not be included on the certificate.
2. Copy of your valid passport
3. If divorced, a certified copy of divorce decree in Spanish with Apostille is required. If divorced more than once, please bring each divorce decree in Spanish with Apostille.
4. Legal documentation of adoption or name change (if applicable)*
5. Certified copy of former spouse's Death Certificate (if applicable)*

Upon your arrival:

6. Home address and occupations (Bride & Groom)
7. Valid passport
8. Tourist ID Card (provided by customs upon your arrival at Cancun International Airport). Please be sure to complete all information correctly on Tourist ID, otherwise you may need to obtain a new Tourist ID at the airport. Names on Tourist ID, Divorce Decree, birth certificates and passport MUST be the same. Please be advised that the Civil Registry department will take the exact names reflected on the Bride and Groom's passport to generate the marriage certificate.
9. Blood test (to determine blood type, H.I.V. and S.T.D.). Tests must be taken at the resort and results are ready within 24 hours. (Fee of approx. \$50.00 USD per person and \$84.00 USD per person for Isla Mujeres is included in the administrative /government fee.) If test is positive, a special release must be signed by couple in order to proceed with the ceremony. (Does not apply to Playacar, Cozumel and Isla Mujeres; if test is positive wedding cannot be performed.) Results will be delivered directly to the Justice of the Peace office.
10. If divorced less than one year, a mandatory pregnancy test must be taken at the resort (approx. \$15.00 USD fee). If test is positive, wedding cannot be performed.
11. Four (4) witnesses and their details: name, age, nationality, home address, occupation, passport and Tourist ID. Witnesses must arrive three (3) business days prior to ceremony (Monday – Friday) and four (4) if going to Cozumel. Witnesses must be 18 years or older. If witnesses are not available, Palace Resorts will provide them at no additional cost.

IMPORTANT NOTE: If the Bride or Groom's nationality is Mexican, additional documents are required. Please advise your Wedding Coordinator at least 3 months in advance. Names on Tourist ID, Divorce Decree and Passport MUST be the same, including spelling. Mexican registry office is open from Monday through Friday only – no civil ceremonies can be performed on Sundays.

Please note that Birth Certificates, Divorce Decrees, Death Certificates, Adoption and Name Change documents become the property of the State of Quintana Roo, Mexico. A Marriage Certificate is provided by the State of Quintana Roo, Mexico for civil ceremonies. This is a legal document issued in Spanish. All wedding couples must contact their local court house for filing requirements. Every state/country is different when it comes to filing of foreign marriage documents. Some states/countries require the certificates to be translated from Spanish to English while others may require additional paperwork to be filed. This is the couples' responsibility and Palace Resorts is not liable for any additional charges that may be associated with the state/country's requirements for supplementary paperwork. Ceremony cannot be performed unless all documents are in order (NO EXCEPTIONS). All documents with the exception of passports become the property of the State of Quintana Roo, Mexico. Documents are accepted in English or Spanish; please notify your Palace Resorts Certified Wedding Coordinator otherwise to discuss translation. Additional paperwork will apply. Cost may vary depending on number of pages per document.

DOCUMENTS REQUIRED FOR SYMBOLIC OR VOW RENEWAL CEREMONIES

Symbolic weddings are not legally binding ceremonies. It is the responsibility of the couple to arrange a legal marriage in their home town whether it's pre/post travel. Bride & Groom must arrive two (2) business days prior to ceremony (Monday – Friday) and three (3) if going to Cozumel. Couple must arrive by noon or earlier in order to consider day of arrival as the first business day.

Upon your arrival:

1. Valid passport
2. Tourist ID Card (provided by customs upon your arrival at Cancun International Airport)



PREVIEW PARADISE PROMOTION 3 FREE NIGHTS

Plan your visit at any of our resorts to live the AWE experience at Palace Resorts. Receive 3 nights at a special rate to really fall in love with our properties. Once you confirm your wedding, the value of the 3 nights will be credited towards your master account once on property to be used towards extra services.

Create The Moment Travel Call (360) 790-6451

Note: Airfare and transportation not included. Not refundable.

\$1,500 RESORT ∞
CREDIT

TO LIVE THE PALACE LIFE

On top of the already unmatched all-inclusive luxury, Palace Resorts now offers guests Resort Credit to be used towards tours, spa/beauty salon treatments, Kodak photos, golf outings, and even specific Palace Resorts Wedding Collections.



\$14,000 IN COMPLIMENTARY BENEFITS



We are pleased to have you celebrate one of the most important days of your life with us and only with Palace Resorts will you be rewarded when you book with us. Exceptional group benefits are available. Contact your wedding coordinator at 1-877-725-4933 for more details.

Benefits Sample












7 Nights Superior Garden View	\$3,587
7 Nights Upgrade to next category	\$176
4 Private Cocktail Receptions including open bar and hors d'oeuvres for 1-hour / 30-people	\$2,400
4 Private Dinners, Lunches, Breakfast for 2-hours / 30-people	\$6,000
1 Free WiFi for 7-night stay	\$140
1 Free Unlimited Calls to the continental US, Canada and Mexico	\$210
1 Resort Credit Promotion – Based on 7-night stay	\$1,500
1 Complimentary Honeymoon Package	\$325

Total Value of Free Benefit When Booking Your Wedding at Palace Resorts \$14,338

Above example is based on a 7-night stay for the bride and groom, a group block of 4-night stay for 30 guests, and a total of 75 or more room nights utilized, each guest room would receive a resort credit of \$750

For a group block of 7-nights, Total Value of Free Benefits When Booking Your Wedding at Palace Resorts, with each guest room receiving a \$1,500 resort credit \$20,638

ADDITIONAL SERVICES

	<p>Palace Non Group Bookings Room reservation out of the group contract</p> <p>Cocktail Minimum 10 adult guests</p>	<p>\$ 25 USD per guest</p> <p>Children (Ages 4-17) will count for the number of guests requested for cocktail</p>	<p>Cocktail Extended hours 50% off original price paid</p>
	<p>Dinner Minimum 25 adult guests</p>	<p>\$ 55 USD per guest</p> <p>Children Rates 00-03: infant- no charge 04-17: minor-50% adult charge</p>	<p>Banquet (2 hour event)</p>
	<p>Beach and Rooftop Terraces with no elevator access: BP: Sky Terrace, Beaches IM: Beaches MP: Caribeno Terrace, Beaches North and South Solariums PL: Luna Terrace, Beaches SP: Beaches</p>	<p>\$ 6 USD per guest</p>	<p>Cocktail</p>
		<p>\$ 12 USD per guest</p>	<p>Banquet</p>
	<p>Outside Plated Dinner (difficult to keep dinner hot)</p> <p>3 Courses 4 Courses</p>	<p>\$ 25 USD per guest \$ 35 USD per guest</p>	<p>Banquet</p>
	<p>Additional Menu Courses</p>	<p>\$ 5 USD per guest</p>	<p>Cocktail</p>
		<p>\$ 10 USD per guest</p>	<p>Banquet</p>
	<p>Cake</p>	<p>\$ 99 USD (1 tier)</p>	<p>1-30 guests</p>
		<p>\$ 159 USD (2 tier)</p>	<p>31-60 guests</p>
		<p>\$ 219 USD (3 tier)</p>	<p>61-90 guests</p>
	<p>Own Decoration Set Up Fee</p>	<p>Starting at \$ 100 USD</p>	<p>Price varies according to the volume of items</p>
	<p>Food Tasting (if the wedding has not been confirmed)</p>	<p>\$ 35 USD</p>	<p>5 guests maximum</p>
	<p>Palace Themed Collection Tables</p>	<p>\$ 300 USD per table</p>	<p>Square Tables(8 guests)</p>
	<p>Additional Guest Round Table (up to 8 guests per table)</p>	<p>\$ 20 USD per guest</p>	<p>Round Tables(6 guests)</p>
	<p>Additional Hours Event(up to 8 guests per table)</p>	<p>\$ 60 USD per hour</p>	<p>Round Tables</p>
	<p>Vendor Fee If you prefer not to use our in house partners' services and bring your own, the hotel will not be responsible.</p>	<p>\$ 800 USD per vendor</p>	<p>No exceptions can be made</p>
	<p>DAY Pass The Resort will only allow the purchase of wedding passes up to a maximum of 20% of the total number of attendees</p>	<p>\$ 98.00 USD per adult guest at Palace Resorts properties.</p>	

Note: Taxes not included. Prices are subject to change according to the year of the event and without prior notice.



WEDDING INFORMATION

- Administrative / Government fees of \$460.00 USD* will be applied to all civil ceremonies performed by a Justice of the Peace in addition to package cost. Translation fees for documents will be charged at the resort according to documents and number of pages.
- In case of inclement weather, fireworks presentation will not be provided. No credits will apply.
- Same-sex weddings are strictly available at our adults/couples (18+) only resorts.
- If you wish to work with a wedding planner other than a Palace Wedding Coordinator, you will be required to assign him/her as “primary contact” to your account handled with your Palace Resorts Wedding Coordinator. All matters will go through him/her.
- Dress Code: Formal or semi-formal, no shorts or bathing suits. Groom may wear dressy shorts for ceremony only. For selected restaurants, formal dress code applies.
- Wedding passes are valid until 11:00 pm and guests with wedding passes must exit the resort by 11:00 pm. No exceptions will be made.

PAYMENT POLICIES

To reserve and confirm your wedding date and time, there is a \$250 USD non-refundable deposit. Final payment is due 45 days prior to ceremony. All items will be non-refundable if cancelled 30 days prior to ceremony. Visa, Master Card & American Express also are accepted. Personal checks are not accepted at the resort.

ALL PRICES, PACKAGES AND REQUIREMENTS ARE SUBJECT TO CHANGE WITHOUT NOTICE

CONTACT US

Create The Moment Travel
www.CreateTheMomentTravel.com

(360) 790-6451

Starting January 20, 2014 our Bridal Consulting Team is available
Monday-Friday 9am-9pm EST
and Saturday-Sunday 10am-8pm EST.


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ISLA MUJERES • COZUMEL

