

Abound With Sounds

Contractual Agreement and Terms of Service

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Rick Tate

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PRINT CLEARLY AND RETURN 1 COPY SIGNED IN INK

Leave No Spaces Blank; use N/A if necessary

DJ will sign and mail copy back to client
Return with minimum \$100 retainer to secure your date

Make Checks Payable to **RICK TATE**

Client Name: _____

Client Address: _____

City: _____ State: _____ Zip: _____

Day (work) Phone: _____ Eve. (home) Phone: _____

Cell Phone: _____ Email: (**clearly**) _____

Event Date: _____ Type of Event: [] Wedding or Anniversary [] Non-Wedding

Name of Function Location: _____

Function Address, City, State: _____

Guests Arrive and DJ Begins At: _____ AM _____ PM

(set-up will occur BEFORE guests arrive. Set-up time is 1 to 1.5 hrs. Client not charged extra for set-up time. DJ begin time cannot occur after function begins—set-up after beginning would be far too disruptive. This can only be waived by the DJ.

DJ Music will end at: _____ AM _____ PM Total Contracted Hours: _____

Overtime (hours past contracted hours) is \$100/hr., \$50/ half hr. and paid before overtime period begins. Overtime is at discretion of DJ, depending on availability.

Please Summarize DJ Function Schedule: (Example: 3pm-cocktails, 4pm-Dinner)

WEDDING or ANNIVERSARY PACKAGES # _____ (choose from below or circle)

(1) \$549 -- Basic 4 Hr. DJ & Emcee

(2) \$584 -- Deluxe 4 Hr. DJ & Emcee with NH Justice of the Peace Services

(Karaoke is not available with wedding or anniversary packages)

NON-WEDDING, NON-ANNIVERSARY PACKAGES # _____ (choose from below or circle)

(1) \$500 -- 4-Hr. DJ Services Package

(2) \$500 -- 4-Hr. Karaoke Party Services

(3) \$600 -- 5 Hr. DJ Services Package

(4) \$600 -- 5 Hr. Karaoke Party Services

(DJ & Karaoke Services Can Not Be Combined)

(4-hr. minimum; 3 hrs. priced same as 4 hrs.)

\$_____.00 Enter Chosen Package Price From Above

\$_____.00 Additional Hours Added To Package @ \$100/hr.

\$_____.00 Travel and Accommodations Expense Quoted, if any

\$_____.00 **Sub-Total** (total of all 3 entries above)

--\$100.00 Retainer Previously Paid (non-refundable but deducted from total services)

\$_____.00 **Balance Due Within 10 Days of Function**

Terms:

1. **Retainer amount is non-refundable**, and meant only to demonstrate commitment on client's part to have DJ make reservation of date. Retainer is subtracted from beginning balance, but does not represent full payment should client cancel.
2. **If DJ** has a personal emergency and cannot appear, DJ will attempt to find you a satisfactory DJ to meet your needs.
3. **The client agrees to provide** sufficient, grounded electricity within 25 ft. of the DJ's equipment. (generators may damage equipment and are not sufficient) Minimum setup area is 6 ft. deep by 10 ft. 1 rectangular, buffet table about 6-8 ft. long is also required. It is hereby understood that it is the client's responsibility to notify any function coordinator of these space or table needs. If DJ feels that he or his equipment are in danger, he may conclude his part of the event and depart without any refund. (this can include weather or moisture condition if an outdoor event) If outdoors, sufficient cover (tent) must be provided DJ in case of adverse or threatening weather conditions. If DJ feels guests have become rude, abusive, or intoxicated, he may conclude his performance and leave with no refund.
4. **About 30 days before function, DJ will send a reminder email** or call to remind client of final payment, due within 10 days of function. DJ will also give instructions as to online forms to completed for DJ to acquire all DJ & emcee information, such as names, format, and particular songs to be played.
5. **It is understood that because of the length of the function**, that dinner will be provided to the DJ when and if guests are provided dinner and included in any count given to caterer or other food provider. Dinner should be provided immediately following the serving of head table, so as for DJ to be ready for upcoming events such as cutting cake. No table reservation is needed or desired. DJ must continue to operate music and make announcements—DJ should have place setting at DJ table. DJ does not consume alcohol while working—DJ will bring soft drinks. Insure that you clearly mark where you want DJ to set up. Placing a note on the table marked "DJ" will be fine.
6. **Client signature** indicates client is at least 18 years of age.

LOCATION MUST BE OPEN FOR DJ SETUP 2 HOURS PRIOR TO THE BEGINNING OF EVENT. IT IS THE CLIENT'S RESPONSIBILITY TO NOTIFY FUNCTION HALL STAFF

X Client Signature _____ X Date: _____

Rick Tate _____ Date: _____