

****Sample Contract Notice****

This document is provided as a sample contract for informational purposes only. It contains the standard terms and conditions used across multiple Cakewalk Events packages and services. Because it is intended to cover a variety of package types, some provisions apply only to specific services or rental options and may not apply to every event.

Your final contract will identify the services, venue rental, and package details that have been selected for your event. In the event of any conflict between this sample and your executed agreement, the signed contract will govern.



CAKEWALK EVENTS CUSTOM CONTRACT:

CAKEWALK EVENTS, LLC

NAMES: Amy Rizzo & Kristen Bushmoyer

EMAIL: hello@cakewalkeventskc.com

PHONE: 816.200.2925

CLIENT NAME:

CLIENT EMAIL:

CLIENT PHONE:

CLIENT NAME:

CLIENT EMAIL:

CLIENT PHONE:

DATE:

TIME:

LOCATION:

PACKAGE:

Cakewalk Events, LLC Terms and Conditions

PART I - Terms and Definitions

This Agreement is between Cakewalk Events, LLC, a Missouri limited liability corporation, and its successors and assigns ("Cakewalk" or "Cakewalk Events") and the undersigned Client ("Client").

Vendors

Vendor(s) ("Vendor(s)") may include many independent suppliers, products, services, and contract labor. This includes, Sales Managers, Wedding Planners, Day-Of Event Coordinators, Officiants, Bartenders, Photographers, Florists, Caterers, Bakers, DJs, Videographers, Furniture Rental Companies, and any other Cakewalk contracted service providers.

Event Services Package

An Event Services Package ("Cakewalk Package(s)" or "Event Package(s)") includes all products, labor, and services provided by Cakewalk and its Vendors at a venue not owned or operated by Cakewalk Events.

Venue

"Venue" refers solely to the physical location where the event is held, including any buildings, structures, grounds, and amenities provided for use during the event. The Venue is independently owned and operated and is not owned, managed, or controlled by Cakewalk Events. Cakewalk Events acts exclusively as an event planning and coordination service and does not assume liability or responsibility for the operation, maintenance, or condition of the Venue.

The Kansas City Mansion

"The Kansas City Mansion", "TKCM", or "Mansion" refers to the Venue at 511 Gladstone Blvd, Kansas City, MO 64124.

Cakewalk Events, LLC Terms and Conditions

PART II - Payments and Booking

Booking Payment, Installment Payments, Cancellations, Refunds, and Event Package Changes

Payments

All payments to Cakewalk Events for a Cakewalk Package are separate from the Client's Venue payments and will be collected independently from any payments made to the client's chosen venue.

All payments are subject to the limitations and guidelines of Cakewalk and are managed by the booking systems used by Cakewalk.

All payments must be made using one of the following methods: Venmo, PayPal, Credit/Debit Cards/ACH Bank via Acuity Scheduling or Quickbooks Invoice. Cash payments are accepted in person only, by **prior arrangement**, and must be delivered at an agreed upon time and location. Checks and money orders are not accepted under any circumstances.

Booking Payment

Client agrees to pay a non-refundable booking payment in the amount of \$800 to secure the event date and initiate services. This payment is not a deposit. It is non-transferable and non-refundable under any circumstances, as it covers the administrative, planning, and coordination work that begins immediately upon booking. These services include, but are not limited to: initial onboarding and communication, staffing assignments, vendor reservations, timeline drafting, planning portal setup, internal coordination meetings, and administrative preparation for the Event. Because these services commence immediately and require Cakewalk to allocate time and resources, the booking payment is non-refundable even if the Client cancels the Event. This amount will be applied toward the total cost of the selected package. No services will be reserved or rendered without receipt of this payment.

Installment Payments

The Client shall follow the payment schedule listed below:

Payment 1: Initial Event Package payment of \$800 - Due at time of booking

Payment 2: 50% of Event Package total - Due 90 days prior to Event

Final Payment: Balance of Event Package total - Due 30 days prior to Event

If the full payment is not received when due, Cakewalk reserves the right to immediately cancel the Client's entire Event Package including all Vendors included in the Client's Event Package.

All payments are considered final and must be completed in accordance with the due dates outlined in this agreement. Failure to comply with the payment method or schedule may result in cancellation of services or event dates without refund.

Cancellation, Payments, and Refunds

Client may cancel this Agreement at any time by providing written notice via email to hello@cakewalkeventskc.com.

The initial booking payment is non-refundable under all circumstances.

All remaining payments made toward the Event Package are subject to the payment schedule outlined in this Agreement. Payments become non-refundable once due, whether paid on, before, or after the applicable due date.

Any amounts paid in excess of the amount currently due under the payment schedule may be refundable only if Client cancels prior to the next scheduled payment due date. Once a payment due date has passed, all amounts due at that payment milestone become non-refundable.

If Client cancels less than thirty (30) days prior to the Event date, the entire remaining Event Package balance shall become immediately due and payable. Cakewalk shall be entitled to retain all payments received and collect any unpaid balance remaining on Client's account.

If Client cancels more than thirty (30) days prior to the Event date, Cakewalk shall retain all non-refundable payments that were due as of the cancellation date. Any refundable overpayment amount, if applicable, will be returned within a commercially reasonable time or no more than 60 days from cancellation minus any non-recoverable expenses or credit card processing fees already incurred. Refund payments may be issued to Client in installments at Cakewalk's discretion.

If Client downgrades services or reduces the Event Package after booking, any resulting credit or refund will be processed within a commercially reasonable time after the adjustment is finalized.

Any refund not otherwise required under this Agreement shall be issued solely at Cakewalk's discretion.

Cakewalk takes its contractual obligations seriously and has a consistent track record of fulfilling all booked events without cancellation. This Agreement to provide Vendor service(s) included in the Event Package is subject to substantiated delays or cancellations caused by circumstances beyond Cakewalk's control, including but not limited to accidents, acts of God, natural disasters, government restrictions, riots, strikes, epidemics, or other unforeseen emergencies.

If such circumstances arise, Cakewalk will make commercially reasonable efforts to provide a comparable replacement service. A "comparable replacement service" is defined as a substitute vendor or service of equal or greater quality that fulfills the same or substantially similar role within the Event Package. If Cakewalk is unable to secure such a replacement, the Client shall be entitled to a refund of any undelivered portion of the Event Package, minus any non-recoverable expenses or credit card processing fees already incurred. Refund payments may be issued to Client in installments at Cakewalk's discretion.

This refund shall constitute Cakewalk's sole obligation and liability in such a scenario.

Postponement and Date Changes

The Client may reschedule or postpone their Event Package date if done by providing written notice, in the form of an email to Cakewalk to hello@cakewalkeventskc.com, by midnight no later than 30 days prior to the Client Event date.

A postponed or rescheduled Event Package must be rescheduled within 12 months of the initial booking date. Cakewalk will not guarantee the availability of the original Event Package or the price of the Event Package on the rescheduled date.

In the event of a reschedule, the client is solely responsible for coordinating and securing a new date with the Venue and paying any rescheduling fees required by the Venue.

Event Package & Venue Changes

Clients may request to change the location of their Event Package venue by submitting a written notice via email to hello@cakewalkeventskc.com no later than 30 days prior to their event date (by midnight). Cakewalk will make every effort to accommodate the change based on venue and vendor availability.

Changes in venue will require a reassessment of your package services and pricing. Certain services may not be available at the new location, and previously agreed-upon pricing may not apply.

Client must obtain written confirmation from Cakewalk for venue changes to ensure service feasibility. It is recommended that the Client contact Cakewalk before signing any new venue contracts, as Cakewalk is not obligated to provide Services at Venues not previously approved by our team.

Venues

The Client must secure a Venue ("Venue") rental prior to or at the time of purchasing a Cakewalk Event Services Package. Cakewalk Packages do not include venue rentals of off-site venues.

The Client is subject to all terms and conditions of both their chosen Venue and Cakewalk Events. The Client is responsible for securing their Venue independently of the Cakewalk Events Services Package.

Venue Walkthrough Requirement

Client agrees to schedule a walkthrough of the selected venue with Cakewalk Events prior to finalizing this agreement. If the venue has already been booked by the Client, the terms of this agreement may be adjusted after the walkthrough to reflect the needs, limitations, or layout of that venue. Any adjustments will be documented in writing and agreed upon by both parties.

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PART III - Services

Services

Any supplies, services, and/or activities pictured on The Cakewalk website or seen during a Venue tour are illustrative only and are not guaranteed to be present at the Client's Event Package.

Assigned Contact

The Client will designate one individual to relay information to Cakewalk Events exclusively via the online planning portal. This designation must be submitted and approved through the online planning portal.

Planning Portal

The Cakewalk planner is available for support via phone, text, and email throughout the planning process. However, all Event Planning details must be managed through the online planning portal provided to the Client. It is the Client's sole responsibility to ensure that all event details, requests, and customizations are accurately entered and submitted through the online planning portal. Only information submitted through the portal will be used to plan and execute your event.

We can not be responsible for any changes, customizations, or updates to the Event not made directly on the Client's online planning portal.

The Client's questionnaire on the online planning portal must be completed and submitted by midnight 30 days prior to the Event date. Any changes made subsequent to this time and date are subject to a fee and are honored at the discretion of Cakewalk. Furthermore, Cakewalk will not update or change the Client's online planning portal and all answers submitted will be the direct answers provided by the Client or their assigned contact.

Not all special requests and customizations on the online planning portal may be accommodated.

Cakewalk Events cannot guarantee accommodation of day-of changes, but will make best efforts when feasible when requested by Client. Cakewalk will not accept any day-of changes or walk-up requests from guests, vendors, or any other parties. On the day of the event, the Cakewalk Events team will refer only to the information provided in the online planning portal.

Day-Of Coordination & Event Execution

OPTION 1: Your Cakewalk Package Includes Day-Of Coordination & Event Execution

Cakewalk Events will provide day-of coordination and event execution services for **XXX HOURS** of contracted event hours.

Services include:

- 2 to 3 pre-event coordination meetings beginning approximately sixty (60) to ninety (90) days prior to the event
- Wedding planning portal access
- Event timeline review and day-of flow management
- Ceremony coordination, including processional management

- Direction of vendors to their designated stations and their setup areas
- Oversight of event setup and breakdown during contracted coordination hours
- Placement of limited client-provided décor as agreed in advance
- Oversight of reception events including cocktail hour, dinner, toasts, first dance, and cake service
- General day-of problem-solving assistance

Cakewalk's coordination team will perform services according to the event plan finalized with the Client prior to the Event date. All setup instructions, layouts, décor plans, and room flip specifications must be submitted and approved through Cakewalk's planning portal prior to the Event. Day-of changes are not guaranteed and may not be accommodated.

Cakewalk's coordination team is responsible only for the setup, movement, and breakdown services expressly included in the Client's selected package. Services requiring excessive labor, additional staffing, off-site transportation, cleanup beyond agreed scope, or setup and breakdown of items not previously approved may require additional fees or may not be accommodated.

Cakewalk will coordinate with only Cakewalk-recommended vendors selected by the Client to support the planning and execution of the Event. While Cakewalk will make reasonable efforts to communicate with vendors and facilitate smooth coordination, all vendors remain independent contractors solely responsible for their own services, products, conduct, timing, and performance.

Cakewalk is not liable for the acts, omissions, delays, cancellations, pricing, or performance of any vendor, including vendors recommended by Cakewalk.

Cakewalk's coordination team will make reasonable efforts to prioritize the Client's preferences, timeline, and event goals but does not guarantee that all scheduled activities will occur exactly as planned.

Cakewalk will defer to the Client's designated decision-maker for all planning and event-day decisions.

Not Included Unless Specifically Selected:

The following services are not included in Day-Of Coordination & Event Execution unless expressly selected as an add-on in another section of this Agreement.

- Comprehensive planning services
- Outside vendor booking and communication services
- Full décor setup or styling services
- Event design planning or décor sourcing
- Decor tear down, packing, transport, or removal
- Tastings, samplings, or vendor meetings
- Additional staffing beyond Cakewalk's standard coordination team

Use of outside day-of coordinators is not permitted when Cakewalk is providing Day-Of Coordination services.

OPTION 2: Your Cakewalk Package Includes Comprehensive Planning, Coordination, & Event Execution

Cakewalk Events will provide comprehensive planning, coordination, and event execution services as outlined in the selected package.

Services include:

- Cakewalk Events will provide day-of coordination and event execution services for **XXX AMOUNT** of contracted event hours.
- Structured planning meetings beginning at the start of your planning process and wedding planning portal access
- Planning guidance and vendor recommendations
- Venue assistance and event logistics planning
- Event timeline development
- Event layout and room flow planning
- Full day-of coordination services
- Oversight of vendor setup and event execution
- Hands-on setup of limited agreed-upon décor items
- Movement and arrangement of venue furniture
- Room flips between ceremony and reception spaces

- Organized breakdown of designated event items at the conclusion of the event

Cakewalk's coordination team will perform services according to the event plan finalized with the Client prior to the Event date. All setup instructions, layouts, décor plans, and room flip specifications must be submitted and approved through Cakewalk's planning portal prior to the Event. Day-of changes are not guaranteed and may not be accommodated.

Cakewalk's coordination team is responsible only for the setup, movement, and breakdown services expressly included in the Client's selected package. Services requiring excessive labor, additional staffing, off-site transportation, cleanup beyond agreed scope, or setup and breakdown of items not previously approved may require additional fees or may not be accommodated.

Cakewalk will coordinate with both Cakewalk-recommended vendors and outside vendors selected by the Client to support the planning and execution of the Event. While Cakewalk will make reasonable efforts to communicate with vendors and facilitate smooth coordination, all vendors remain independent contractors solely responsible for their own services, products, conduct, timing, and performance.

Cakewalk is not liable for the acts, omissions, delays, cancellations, pricing, or performance of any vendor, including vendors recommended by Cakewalk.

Cakewalk's coordination team will make reasonable efforts to prioritize the Client's preferences, timeline, and event goals but does not guarantee that all scheduled activities will occur exactly as planned.

Cakewalk will defer to the Client's designated decision-maker for all planning and event-day decisions.

The following services are not included in Comprehensive Planning, Coordination & Event Execution unless expressly selected as an add-on in another section of this Agreement.

- Full décor design services
- Rental costs or third-party vendor fees
- Floral design services
- Custom décor installations
- Off-site transportation of décor or rentals
- Tastings, samplings, or vendor meetings unless included in writing

Use of outside day-of coordinators is not permitted when Cakewalk is providing comprehensive planning and coordination services.

DECOR OPTION 1: Decor Styling and Setup

Your Cakewalk Package Includes 1 Hour of Day-Of Decor Styling & Setup and 1 Hour of Post-Event Décor Tear Down

Cakewalk will provide limited setup and styling of client-provided décor items, including tablescapes, signage, floral arrangement placement, and designated event décor elements as agreed upon in advance.

Client-Provided Décor Allowance

Clients may provide small décor items such as centerpieces, tableware, signage, and other pre-approved items to be placed throughout the venue. All décor must be reviewed and approved during the planning process.

- All items must be fully organized, clearly labeled, and ready for placement upon arrival
- Décor must be contained within designated tubs or containers provided by the Client
- Cakewalk's involvement is limited to placing only the approved and prepared items
- At the conclusion of the event, Cakewalk will collect and return these items to the Client's designated tubs

The Client remains responsible for all other décor, including any items not pre-approved or not contained within the designated tubs.

Venue Décor Inventory

Select décor elements may be sourced from the venue's existing rental collection. Any use of these items will be determined and approved in advance during the planning process to ensure availability, functionality, and cleanliness for the event day.

All décor setup instructions must be submitted and approved prior to the event date through Cakewalk's designated planning system. Day-of changes to décor plans are not guaranteed and may not be accommodated.

Décor tear down is limited to the collection and repacking of approved décor items. Full venue reset, custom installations, rental sourcing, and floral design services are not included unless expressly selected as an add-on in another section of this Agreement.

Additional Setup or Tear Down Time

If the scope of décor setup or tear down is expected to exceed the included time, additional hours must be arranged and approved in advance.

- Additional time will be billed at Cakewalk's standard hourly rate
- The total time required will be determined based on the final approved décor plan
- Services exceeding the agreed-upon time that are not pre-approved may not be completed on the event day

DECOR OPTION 2: No Decor Services

Your Cakewalk Package Does NOT Include Décor *

Your custom package does not include décor services. Cakewalk will not provide décor items of any kind, including but not limited to linens, florals, signage, candles, tableware, or rental items. In this case, Cakewalk will not be responsible for the delivery, placement, styling, setup, teardown, or return of any décor items provided by the Client or third parties. The Client is solely responsible for supplying, organizing, coordinating, and removing all décor items before and after the event. Any request for Cakewalk to assist with décor outside of the scope of this agreement must be made in writing and may be subject to additional service fees.

Officiating

OPTION 1: Your Event Includes an Officiant

Your Cakewalk package includes an officiant. Cakewalk cannot guarantee the availability of an Officiant of a certain gender, religion, or language.

The Cakewalk Officiant cannot be held responsible for any errors in mispronounced names, words, etc during the Ceremony.

The Cakewalk Officiant will make the Client's satisfaction top priority. The Officiant will defer to the Client's preferences, timeline, and needs first.

The Cakewalk Officiant is not responsible for providing the Ceremony script prior to the Event and cannot guarantee the length of the Ceremony.

The Cakewalk Officiant is legally responsible for completing and returning the Client's marriage license to the State courts, therefore Client's are not allowed to take the completed marriage license with them when leaving the Venue.

The Client is responsible for bringing a valid marriage license from the State in which the Ceremony is performed. The marriage license must be on the premises of the Venue when the Ceremony is performed. Ceremonies performed with incorrect or missing legal documents will be a symbolic Ceremony only and will have no legal merit.

If officiant services are included in the selected package, Cakewalk will provide one officiant meeting prior to the event, along with ceremony officiating and marriage license signing procedures.

OPTION 2: Your Event Does NOT Include an Officiant

Cakewalk will not provide an officiant to perform the ceremony at your wedding for your event.

Cakewalk will not be responsible for providing a Ceremony script prior to the Event and cannot provide elements for your Ceremony.

Your provided officiant is legally responsible for completing and returning the Client's marriage license to the State courts.

The Client is responsible for bringing a valid marriage license from the State in which the Ceremony is performed. The marriage license must be on the premises of the Venue when the Ceremony is performed. Ceremonies performed with incorrect or missing legal documents will be a symbolic Ceremony only and will have no legal merit. Cakewalk is not responsible for any details pertaining to the legality of the couple's marriage.

Cakewalk Events will make every reasonable effort to meet and coordinate with the Client's chosen Officiant either on the event day or beforehand if needed. Cakewalk Events is not responsible for any inability to contact or coordinate with an Officiant provided by the Client.

Room Flip

OPTION 1: Your Cakewalk Package Includes a Room Flip

The Cakewalk Day-of Event Coordinators will be responsible for the moving and setting up all furniture for the change from Ceremony to Reception Event. Your Day-of Event Coordinators will place all furniture in the space as determined by the Client and the Event Planner prior to the Event day. All details about the room flip specifications must be captured on the Client Portal and will not be accepted in other formats such as email, text, phone call, etc. All details about the room layout, decor, and table design must be requested and approved prior to the event date via the online planning portal. Day-of changes to the room layout, decor, and table design are not permitted.

The Cakewalk Day-of Event Coordinators will make all attempts to move the furniture in the least disruptive and most efficient manner possible. However, the Cakewalk Day-of Event Coordinators are not responsible for the actions, behaviors, or placement of the Client's guests and are not responsible for any accidents or inconveniences caused during the room flip.

OPTION 2: Your Cakewalk Package DOES NOT Include a Room Flip

Your custom package does not include a room flip.

The Cakewalk Day-of Event Coordinators are not responsible for moving any furniture into any new places or positions at any time during the Event.

The Cakewalk Day-of Event Coordinators will not be responsible for the moving and setting up of any furniture at any point during the Event. The Client is allowed to bring in additional tables or chairs to accommodate their guests during Event time only. Any access to the Venue for deliveries, setup, or drop offs must be arranged by the Client with their selected Venue.

Photography

OPTION 1: Your Cakewalk Package Includes a Photographer

Your custom package includes photography. The Cakewalk Photographer will make the Client's satisfaction top priority. The Photographer will defer to the Client's preferences, timeline, and needs first.

The Cakewalk Photographer is not responsible for missed activities, dances, poses, etc.

The Cakewalk Photographer will make reasonable efforts to keep the Event on schedule, but is ultimately not responsible for the behavior, tardiness, or schedule of the Event Client, participants, Non-Cakewalk vendors, or guests.

Photography services commence at the Client's Event Package start time and conclude at the Client's Event Package end time. The Cakewalk Photographer cannot guarantee the option for outdoor photography due to lighting and weather.

The Cakewalk Photography service does not include retouching or image correction.

The Cakewalk Photography service does not guarantee any specific quantity of photos in the Client's photo gallery.

Non-Cakewalk photographers and/or videographers can compromise the quality of Cakewalk Photographer's photo gallery (this includes the Client, the Client's family, participants and/or guests). Cakewalk cannot guarantee any gallery that has interference from Non-Cakewalk photographers and/or videographers.

OPTION 2: Your Cakewalk Package Does NOT Include a Photographer

Your custom package does not include photography. You are welcome to bring your own photographer for your event. Cakewalk will not be responsible for any aspect of the photography at your event.

Videography

OPTION 1: Your Cakewalk Package Includes a Videographer

Your custom package includes videography. The Cakewalk Videographer will make the Client's satisfaction top priority and the Videographer will defer to the Client's preferences, timeline, and needs first.

The Cakewalk Videographer is not responsible for missed activities, dances, poses, etc.

The Cakewalk Videographer will make reasonable efforts to keep the Event on schedule, but is ultimately not responsible for the behavior, tardiness, or schedule of the Event Client, participants, Non-Cakewalk vendors, or guests.

Videography services commence at the Client's Event Package start time and conclude at the Client's Event Package end time. The Cakewalk Videographer cannot guarantee the option for outdoor filming due to lighting and weather.

The Cakewalk Videography service does not include retouching or image correction.

Non-Cakewalk videographers can compromise the quality of Cakewalk Videographer's final video (this includes the Client, the Client's family, participants and/or guests). Cakewalk cannot guarantee any video that has interference from Non-Cakewalk photographers and/or videographers or other Vendors.

OPTION 2: Your Cakewalk Package Does NOT Include a Videographer

Your custom package does not include videography. You are welcome to bring your own videographer for your event. Cakewalk will not be responsible for any aspect of the videography at your event.

Flowers

OPTION 1: Your Cakewalk Package Includes Couple's Custom Flowers

Your Cakewalk Package includes a couple's flower set of either (1) bridal bouquet & (1) boutonniere OR (2) posy bouquets OR (2) boutonnieres. Cakewalk is not responsible for any allergies or illnesses of Client, guests or participants.

The Cakewalk Florist will make reasonable efforts to provide the flower preferences selected in the Client's online portal, however the Cakewalk Florist is not responsible for variations of color, shape, and/or size of flowers.

The Cakewalk Florist will provide fresh flower arrangements for the Client but is not responsible for creating other types of arrangements or specialized designs.

The Cakewalk Florist will deliver the Client's flowers to the Venue directly and will not allow Client, guests or participants to pick up flowers. Cakewalk is not responsible for accepting or arranging deliveries or matching floral arrangements from any Client arranged service provider(s).

OPTION 1A: Your Cakewalk Package Includes X Number of Sets of Wedding Party Flowers

Your Cakewalk Package includes X NUMBER OF additional flower set(s) of either (1) bridal bouquet & (1) boutonniere OR (2) posy bouquets OR (2) boutonnieres. Cakewalk is not responsible for any allergies or illnesses of Client, guests or participants.

OPTION 1B: Your Cakewalk Package includes X bridesmaid bouquets, X groomsmen boutonnieres, and X floral centerpieces.

Your Cakewalk Package includes...

Your Cakewalk Package includes X bridesmaid bouquets, X groomsmen boutonnieres, and X floral centerpieces. These arrangements will be designed to complement the overall style and color scheme of the event. All flowers, greenery, containers, and necessary materials are included. Substitutions may be made due to seasonal availability or other unforeseen circumstances, provided they are of equal or greater value and communicated to the Client in advance.

OPTION 2: Your Cakewalk Package Does NOT Include Couple's Custom Flowers

Your custom package does not include flowers. You are welcome to bring your own floral arrangements and personal flowers for your event. Cakewalk will not be responsible for the completion, customization, or correction of any floral order sent to the Venue for your event.

Music and Audio Services

OPTION 1: Your Cakewalk Package Includes A DJ

A DJ will be provided through Cakewalk as an independent contractor for the Event; however, Cakewalk, as the planning and coordination vendor, is not responsible for the performance, music selection, technical issues, or equipment management of the DJ. The DJ operates independently and is solely responsible for executing music services during the ceremony and reception.

While the Cakewalk Day-of Coordinator may assist with general timeline communication and cueing, Cakewalk does not oversee or control the DJ's setup, playlist, or sound quality. Cakewalk will not supply adapters, speakers, cords, Wi-Fi, or any other technical equipment related to the DJ's services.

If Client-provided musicians are involved, Cakewalk will make reasonable efforts to accommodate them in collaboration with the Venue, but cannot guarantee a specific amount of space. Guest comfort and seating will take priority.

OPTION 2: Your Cakewalk Package Does NOT Include a DJ

Your custom Cakewalk package does not include professional DJ services. However, you will have access to our JBL speakers and wireless microphone, and our team will coordinate all music throughout your event, including pre-ceremony, ceremony, cocktail hour, and dance party playlists.

You may choose to provide your own playlists or use Cakewalk's curated playlists. All music selections and preferences can be customized through your planning portal prior to the event.

Your Cakewalk Day-Of Coordinators will manage music cues and make announcements throughout the event, as outlined in the Music Activities section of your contract. This includes coordinating key moments such as the processional, first dance, cake cutting, and other scheduled events.

Please note that Cakewalk does not provide professional DJ mixing, emceeing beyond planned announcements, advanced audio editing, or troubleshooting of client-provided devices or playlists. Clients are responsible for ensuring that any requested playlists, songs, or personal devices are submitted and functioning properly prior to the event.

Cakewalk is not liable for interruptions or issues caused by incomplete playlists, device malfunctions, connectivity problems, or other client-provided music errors.

Coordinated Music Activities

OPTION 1: Your Cakewalk Package Includes Coordinated Music Activities

Cakewalk Events will coordinate your ceremony music and other scheduled music-related activities throughout your event. This includes cueing and coordinating important moments such as the ceremony processional and recessional, introductions, first dances, cake cutting, and other planned announcements or activities, as outlined in your online planning portal.

If you are using The Kansas City Mansion's JBL speaker system, our team will manage the music cues through your selected playlists. You may provide your own playlists or use Cakewalk's curated playlists, and music selections can be customized through the planning portal.

If you are using a professional DJ, Cakewalk will work alongside your DJ to coordinate the timing of these scheduled events and ensure music-related activities flow smoothly according to the event timeline.

While Cakewalk will make reasonable efforts to ensure all music cues and activities run as planned, Cakewalk is not responsible for interruptions caused by equipment malfunction, playlist errors, internet connectivity issues, or failures related to third-party DJ services or client-provided devices. Cakewalk is unable to add or change songs during the event unless arranged in advance through the planning process.

OPTION 2: Your Cakewalk Package Does Not Include Coordinated Music Activities

Your package does not include music coordination services. Cakewalk will provide access to the venue's JBL speaker system and microphone, but you or your designated representative will be fully responsible for managing all music playback, timing, announcements, and cueing of music-related activities throughout the event.

This includes responsibility for coordinating ceremony music, special dances, announcements, and any other scheduled music moments.

Cakewalk staff will not cue songs, manage playlists, coordinate timing, or make announcements under this option. Clients are responsible for ensuring all playlists, devices, and music selections are prepared and functioning properly.

Cakewalk is not liable for missed cues, timing issues, technical difficulties, sound interruptions, or any other music-related problems when coordinated music services are not included.

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PART IV - Food and Drinks

Catering

OPTION 1: Your Cakewalk Package Includes a Standard Catering Service FOR XXXX GUESTS

Your custom package includes the Cakewalk Events Catering Package. Cakewalk food and beverages may contain seafood, gluten, dairy, nuts, meat, fruit, and many other substances that are known allergens. Cakewalk is not responsible for any allergies or dietary restrictions of guests or participants. Cakewalk can not accommodate any dietary restrictions of the guests or participants.

The Cakewalk Caterer will provide the standard dishes offered with the Event Package. Cakewalk is not responsible for variations in presentation and specific ingredients of the food.

Cakewalk will provide supplies for display and service of the catering package including serving platters, chafers, plates, napkins, and utensils, etc, as needed.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

The Cakewalk team will maintain the buffet and package leftover food for Client, guests and participants to take with them at the conclusion of the Event. Cakewalk absolutely will not give leftover alcohol to any Client, guest or participant to take with them.

The Cakewalk Caterer will be responsible for delivery of the food and beverages to the event and will not allow Client, guest or participants to pick up the food and/or beverages.

The Cakewalk Catering buffet should comfortably serve **XXXX** guests, however, Cakewalk is not able to guarantee quantities when your guest count exceeds **XXXX** guests.

Cakewalk will not accommodate or serve any food brought by the Client, guests or participants.

OPTION 2: Your Cakewalk Package Includes Custom Catering Service FOR XXXX GUESTS

Your Cakewalk Package includes a custom catering package for **XXXX** guests through Cakewalk's catering partner. Client acknowledges that this is not the standard Cakewalk Catering Package and will instead be a custom menu selected in collaboration with the caterer. Due to the customized nature of the menu, final pricing is not fixed at the time of contract signing.

- Estimated catering investment is \$25–\$50 per person for up to **XXXX** guests, based on menu selections.
- Client agrees that the final catering total will be determined upon menu selection and approval.
- Once the menu is finalized, Cakewalk will provide a written addendum reflecting the final catering cost, which will be added to this Agreement and become binding.

Cakewalk food and beverages may contain seafood, gluten, dairy, nuts, meat, fruit, and many other substances that are known allergens. Cakewalk is not responsible for any allergies or dietary restrictions of guests or participants. Cakewalk can not accommodate any dietary restrictions of the guests or participants.

The Cakewalk Caterer will provide the standard dishes offered with the Event Package. Cakewalk is not responsible for variations in presentation and specific ingredients of the food.

Cakewalk will provide supplies for display and service of the catering package including serving platters, chafers, plates, napkins, and utensils, etc, as needed.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

The Cakewalk team will maintain the buffet and package leftover food for Client, guests and participants to take with them at the conclusion of the Event. Cakewalk absolutely will not give leftover alcohol to any Client, guest or participant to take with them.

The Cakewalk Caterer will be responsible for delivery of the food and beverages to the event and will not allow Client, guest or participants to pick up the food and/or beverages.

The Cakewalk Catering buffet should comfortably serve **XXXX** guests, however, Cakewalk is not able to guarantee quantities when your guest count exceeds **XXXX** guests.

Cakewalk will not accommodate or serve any food brought by the Client, guests or participants.

OPTION 3: Your Event Does NOT Include the Cakewalk Events Catering Service

Your custom package does not include any food or catering. It will be the sole responsibility of the Client to oversee, provide, and customize all food related issues. The Cakewalk team will be available to help direct the catering staff at the Venue but will not be responsible for any issues, accommodations, setup, cleanup or management of the food and catering.

Cakewalk is not responsible for any supplies, facilities, or equipment pertaining to the food provided at the event. Any plates, napkins, dinnerware, serveware, platters, labeling, etc. is the sole responsibility of the Client.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

Cakewalk will not be responsible for the completion, customizations, or correctness of any food and will not serve any food brought by the Client, guests or participants.

OPTION 4: Your Event Includes the Cakewalk Charcuterie and Crudit  Platters Service FOR XXXX GUESTS

Your custom package includes the Cakewalk Events Charcuterie and Crudit  Platters Package. Cakewalk food and beverages may contain seafood, gluten, dairy, nuts, meat, fruit, and many other substances that are known allergens. Cakewalk is not responsible for any allergies or dietary restrictions of guests or participants. Cakewalk can not accommodate any dietary restrictions of the guests or participants.

The Cakewalk Caterer will provide four large charcuterie boards and two medium crudite platters plus the accompanying crackers and breads. Cakewalk is not responsible for variations in presentation and specific ingredients of the food.

Cakewalk will provide supplies for display and service of the catering package including serving platters, chafers, plates, napkins, and utensils, etc, as needed.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

The Cakewalk team will maintain the buffet and package leftover food for Client, guests and participants to take with them at the conclusion of the Event.

The Cakewalk Caterer will be responsible for delivery of the food and beverages to the event and will not allow Client, guest or participants to pick up the food and/or beverages.

The Cakewalk Catering buffet should comfortably serve **XXXX** guests, however, Cakewalk is not able to guarantee quantities when your guest count exceeds **XXXX** guests.

Cakewalk will not serve any food brought by the Client, guests or participants.

Cake

OPTION 1: Your Event Includes Cake and Cake Cutting Services

Your custom package includes the Cakewalk Events Cake and Cake Cutting Services.

Cakewalk food and beverages may contain seafood, gluten, dairy, nuts, meat, fruit, and many other substances that are known allergens. Cakewalk is not responsible for any allergies or dietary restrictions of guests or participants. Cakewalk can not accommodate any dietary restrictions of the guests or participants.

The Cakewalk Baker will provide the standard cakes offered with the Event Package. Cakewalk is not responsible for variations in presentation, color, and/or specific ingredients in the cake.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

The Cakewalk team will cut and serve the cake provided by the Cakewalk Baker and package leftover cake for Client, guests and participants to take with them at the conclusion of the Event.

The Cakewalk Baker will be responsible for delivery of the cake to the Venue and will not allow Client, guest or participants to pick up the Cakewalk cake.

The Cakewalk cakes should adequately serve your guests, however, Cakewalk is not able to guarantee quantities when your guest count exceeds the Venue limit.

OPTION 2: Your Event Includes a Mini Cake

Your custom package includes the Cakewalk Events Mini Cake and **XXXX** full sized boxed cupcakes.

Cakewalk food and beverages may contain seafood, gluten, dairy, nuts, meat, fruit, and many other substances that are known allergens. Cakewalk is not responsible for any allergies or dietary restrictions of guests or participants. Cakewalk can not accommodate any dietary restrictions of the guests or participants.

The Cakewalk Baker will provide the standard cakes offered with the Event Package. Cakewalk is not responsible for variations in presentation, color, and/or specific ingredients in the cake.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

The Cakewalk Baker will be responsible for delivery of the cake to the Venue and will not allow Client, guest or participants to pick up the Cakewalk cake.

The Cakewalk cakes should adequately serve your guests, however, Cakewalk is not able to guarantee quantities when your guest count exceeds the Venue limit.

OPTION 3: Your Cakewalk Package Does NOT Include Cake Nor Any Other Dessert Services

Your custom package does not include any cake or dessert option. It will be the sole responsibility of the Client to order, oversee, provide, customize all food and cake related issues. The Cakewalk team will be available to help direct the cake bakers staff at the Venue but will not be responsible for any issues, accommodations, setup, cleanup or management of the cake or other desserts.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

Cakewalk will not be responsible for the completion, customizations, or correctness of any outside cake order.

The Cakewalk team will be available to cut and serve the cake provided by the Client and package leftover cake for Client, guests and participants to take with them at the conclusion of the Event. The Cakewalk coordinator will make all reasonable efforts to cut the cake in an orderly and careful manner, but Cakewalk will not ultimately be responsible for the stability, structure, amount, size, or any aspect of the cake's presentation or construction.

Bar, Liquor, and Drinks

OPTION 1: Your Cakewalk Package Includes Our Bar, Liquor, and Drink Service

Cakewalk will provide the standard non-alcoholic drinks offered with Event Packages such as bottled and canned sodas, sparkling waters, and ice water.

The Cakewalk Caterer will provide the standard alcoholic drinks offered with the Event Package. Cakewalk is not responsible for variations in presentation and specific ingredients of the beverages.

Cakewalk will provide 1-2 predetermined signature cocktails with the alcohol and other supplies to be provided by our caterer. Cakewalk is not responsible for making additional cocktails or providing mixers, supplies, garnishes, glassware, etc. for any such drinks.

Cakewalk food and beverages may contain seafood, gluten, dairy, nuts, meat, fruit, and many other substances that are known allergens. Cakewalk is not responsible for any allergies or dietary restrictions of guests or participants. Cakewalk can not accommodate any dietary restrictions of the guests or participants.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

Cakewalk absolutely will not serve leftover alcohol to the Client, guests or participants to take with them.

The Cakewalk Team will maintain the bar and clean up leftover beverages at the conclusion of the Event.

Cakewalk does not allow bar packages to be served, setup, or otherwise managed by an outside bartender. When using our bar package, we must use our bartenders.

The Cakewalk Caterer will be responsible for delivery of the drinks to the event and will not allow Client, guests or participants to pick up Cakewalk Caterer alcoholic and non-alcoholic drinks.

The Cakewalk Catering bar should adequately serve **XXXX** guests, however, Cakewalk is not able to guarantee quantities when your guest count exceeds **XXXX** guests.

Cakewalk reserves the right to refuse to serve alcohol to any Client, guest or participant. Cakewalk will refuse service to any Client, guest or participant who is underaged or intoxicated

OPTION 2: Your Event Does NOT Include Our Bar Package

Your package does not include any alcoholic drinks.

Your package may or may not include family friendly drinks depending on the other services selected.

Cakewalk is not responsible for any allergies or dietary restrictions of guests or participants. Cakewalk can not accommodate any dietary restrictions of the guests or participants.

Cakewalk is not responsible for any food borne illnesses or reactions related to beverages or any other consumables during or after the Event.

The Cakewalk coordinator or bartender is not available to set up or clean up any aspect of the bar.

The Client will be responsible for delivery, setup, cleanup and service of the drinks at the Event.

Cakewalk will not be responsible for service or denial of service of any drink to any Client, guest or participant who is under-aged or intoxicated.

Bartender Service

OPTION 1: Your Cakewalk Package Includes Bartender Service

Cakewalk will provide a bartender to serve either customer or Bar Package provided drinks; both alcoholic and other. Our bartender is not responsible for providing any supplies, alcohol, cups, napkins, openers, etc., unless you have also

selected our Bar and Drinks Service, in which case, we will provide the necessary supplies for the drinks that are part of our package.

The Cakewalk bartender will assist with setting up and cleaning up the bar and maintaining it during the event.

The Cakewalk bartender reserves the right to refuse service to anyone they deem too intoxicated, unfit, or under-aged to drink.

OPTION 2: Your Event Does NOT Include Bartender Service

Cakewalk will not provide a bartender to serve drinks, whether alcoholic and other.

Cakewalk will not accommodate or serve any alcohol or other drinks brought by the Client, guests or participants.

Cakewalk reserves the right to refuse to serve alcohol to any Client, guest or participant. Cakewalk will refuse service to any Client, guest or participant who is underaged or intoxicated.

Cakewalk Events, LLC Terms and Conditions

PART V - Rental Add-On Services

RENTAL ADD-ON SERVICES:

Your custom package includes only the rental items specifically identified in the Client's selected rental package, to be provided by Cakewalk Events and/or The Kansas City Mansion ("TKCM").

Cakewalk will coordinate the delivery, setup, styling, and removal of all rental items included in the Client's selected package. All rental items provided directly by Cakewalk remain the sole property of Cakewalk or TKCM unless otherwise specified in writing and will be removed at the conclusion of Cakewalk's contracted service period unless otherwise agreed in writing.

The Client assumes responsibility for any loss, theft, or damage to Cakewalk or TKCM-owned rental items occurring during the Event, excluding normal wear and tear, and agrees to reimburse Cakewalk and/or TKCM for the repair or replacement cost of any damaged or missing items.

Client acknowledges that certain rental items included in the selected package may be owned, maintained, and supplied by TKCM. Cakewalk coordinates access to such items as a convenience to the Client and acts solely as an intermediary in arranging for their use during the Event. Availability of TKCM-supplied items is subject to inventory condition and operational availability at the time of the Event. If any TKCM-supplied item becomes unavailable due to breakage, damage, loss, maintenance issues, or other circumstances beyond Cakewalk's reasonable control, Cakewalk shall not be deemed in breach of this Agreement and shall not be liable for the unavailability of such item. Cakewalk reserves the right to substitute comparable items or remove unavailable items from the package without liability.

Your Mansion rental includes standard venue furnishings, furniture, and equipment included with the Weekend Mansion Rental package.

Included rental items consist of:

- Forty-six (46) vintage folding chairs
- Eight (8) 60-inch round tables
- Two (2) rectangular tables
- Three (3) bar-height tables
- Two (2) JBL speakers
- One (1) JBL wireless microphone
- Five (5) heat lamps

Only the rental items specifically included in the Client's selected package are provided. Specialty décor items, upgraded furniture, linens, dinnerware, buffetware, specialty display items, and any rental items not listed above are not included unless expressly added to this Agreement in writing.

Cakewalk reserves the right to substitute comparable rental items based on availability, maintenance needs, or inventory condition.

Rental items requested after execution of this Agreement are subject to availability, additional charges, and written approval by Cakewalk.

Not Included Unless Specifically Selected:

The following items and services are not included unless expressly selected as an add-on in another section of this Agreement:

- Additional rental items not listed in the selected package
- Extended rental use beyond Cakewalk's contracted service period
- Setup, teardown, or handling of rental items supplied by outside vendors
- Replacement of damaged or missing rental items
- Additional staffing required for expanded rental setup or teardown
- Fireplace Rental

FIREPLACE EXPERIENCE ADD-ON

OPTION 1: Your custom package includes the Fireplace & Chiminea Experience Add-On

Cakewalk will provide and manage the Fireplace & Chiminea Experience for approximately four (4) hours during the Event, including operation of the Mansion's outdoor wood-burning fireplace and chimineas by Cakewalk staff.

This add-on includes:

- Use of the outdoor wood-burning fireplace
- Use of outdoor wood-burning chimineas
- Reasonable firewood and/or fuel for the included service period
- Initial fire setup and lighting by Cakewalk staff
- Periodic maintenance of the fire by Cakewalk staff during the included service period
- Fire extinguishment at the conclusion of the included service period
- Cleanup of fire-related supplies used by Cakewalk

Cakewalk's responsibility for fire setup and maintenance is limited to the included service period. Extended burn time, additional maintenance, or continued fire service beyond the included period is not included unless otherwise agreed to in writing.

Cakewalk reserves the right to adjust the timing or duration of the Fireplace & Chiminea Experience, or to suspend or cancel the service entirely, if weather conditions, venue restrictions, safety concerns, burn bans, or other circumstances beyond Cakewalk's reasonable control make operation unsafe or impractical.

OPTION 2: Your custom package does not include the Fireplace & Chiminea Experience Add-On

Your custom package does not include the Fireplace & Chiminea Experience Add-On.

Cakewalk is not responsible for providing access to, preparing, lighting, maintaining, supplying fuel for, monitoring, or extinguishing the Mansion's outdoor fireplace or chimineas during the Event unless this service is specifically included in the Client's selected package.

Client understands that use of the Mansion's outdoor fireplace and chimineas is not permitted as part of the Event unless the Fireplace & Chiminea Experience Add-On has been selected and confirmed in writing by Cakewalk.

CAKEWALK DINNERWARE RENTALS

OPTION 1: Your custom package includes Cakewalk Dinnerware Rentals

Cakewalk will provide the dinnerware rental items specifically identified in the Client's selected package.

Dinnerware rental items include:

- Vintage Dinner Plate Collection for 50
- Dinner Fork & Knife Collection for 50
- Vintage Dessert Plate Collection for 50
- Dessert Forks for 50

Only the dinnerware items specifically included in the Client's selected package are provided. Additional dinnerware items, upgraded dinnerware selections, specialty serving pieces, and replacement quantities beyond the contracted amount are not included unless added to this Agreement in writing.

OPTION 2: Your custom package does not include Cakewalk Dinnerware Rentals

Cakewalk is not responsible for providing plates, flatware, glassware, serving pieces, or any other dinnerware rental items.

CAKEWALK BUFFETWARE RENTALS:

OPTION 1: Your custom package includes Cakewalk Buffetware Rentals

Cakewalk will provide the buffet service equipment specifically identified in the Client's selected package.

Included buffetware rental items may consist of:

- Up to three (3) chafers with fuel
- Serving utensils
- Wood, metal, and ceramic buffet platters
- Assorted display risers
- Beverage dispensers

Specific quantities, selections, and styles of buffetware items included in the Client's package will be determined by Cakewalk based on the client's needs.

Only the buffetware items specifically included in the Client's selected package are provided. Additional buffet equipment, specialty serving equipment, replacement items, and upgraded buffetware selections are not included unless added to this Agreement in writing.

OPTION 2: Your custom package does not include Cakewalk Buffetware Rentals

Cakewalk is not responsible for providing chafers, serving utensils, buffet platters, display risers, beverage dispensers, or any other buffet service equipment.

ADDITIONAL DÉCOR, DINNERWARE, AND DISPLAY RENTALS

OPTION 1: Your custom package includes Additional Décor, Dinnerware, and Display Rentals

Your custom package includes additional décor, dinnerware, and display rental items specifically identified as part of the Full Planning & Decor Package.

Included rental inventory may consist of:

- White chair covers
- Blue taffeta ribbon ties
- 2 uranium glass display stands
- Gold plate chargers
- Aqua glass plate chargers
- Wine glasses
- Beverage dispensers
- Ring holders
- Beverage warmers
- Assorted dessert plates
- Cake display stands
- Easel and display frame NOTE: Client is responsible for supplying printed poster content for frame
- Vintage teacup collection
- (2) Electric candelabras
- Vintage rolling bar

- Silver vintage beverage chiller
- Marble topped altar stand
- L.E.D. candle collection
- Assorted brass candle holders
- Additional decorative display pieces and related rental inventory designated by Cakewalk

Only the rental items specifically included in the Client's selected package are provided. Additional décor items, upgraded inventory, replacement items, specialty rentals, and custom décor requests are not included unless added to this Agreement in writing.

Client acknowledges that certain décor, dinnerware, and display rental items may be owned, maintained, and supplied by **The Kansas City Mansion ("TKCM")**. Availability of all included rental items is subject to inventory condition and operational availability at the time of the Event. If any item becomes unavailable due to breakage, damage, loss, maintenance issues, or other circumstances beyond Cakewalk's reasonable control, Cakewalk reserves the right to substitute comparable items or remove unavailable items from the package without liability.

OPTION 2: Your custom package does not include Additional Décor, Dinnerware, and Display Rentals

Cakewalk is not responsible for providing décor rental items, display pieces, dinnerware, glassware, decorative furnishings, or related rental inventory.

Cakewalk Events, LLC Terms and Conditions **PART VI - Other Items**

Guest Count

All events must remain within the guest count limits established by the venue and the terms of the venue agreement. Services, staffing, venue setup, and planning are based on the confirmed guest count provided by the Client.

If the actual number of guests exceeds the venue's approved capacity or the agreed-upon guest count, Cakewalk Events is not responsible for any resulting overcrowding, delays, reduced service quality, venue violations, or disruption to the overall event experience. Any guests in excess of the approved count may result in limitations to services or intervention by venue staff in accordance with venue policies.

Venue Timing Requirements

Per the venue agreement and neighborhood noise ordinance, all music must end by 10:00 PM. In accordance with venue requirements, Cakewalk Events will remove the JBL speaker system at that time.

Guests may remain inside the venue after 10:00 PM in accordance with mansion guidelines; however, Cakewalk Events is not responsible for guest behavior, activities, or any violations of venue rules that occur after music concludes and the speaker system is removed.

The Client is responsible for ensuring that guests and vendors comply with all mansion policies and venue guidelines. Cakewalk Events is not liable for any penalties, additional fees, damages, or consequences resulting from the Client's or guests' failure to follow venue requirements.

Client-Provided Beverages (BYOB)

Clients may provide their own beer, wine, champagne, or pre-mixed beverages for the event in accordance with venue policies.

Cakewalk Events will assist with setting up the designated bar area, including placement of beverages, cups, and related supplies provided by the Client. However, Cakewalk staff will not serve, pour, distribute, or monitor alcohol service unless bartender service has been added to the Client's package.

The Client is responsible for providing all beverages, ice, cups, mixers, and any additional bar supplies needed for service, unless included in your package selection.

Cakewalk Events reserves the right to refuse alcohol service if bartender service has been added and any guest appears underage or intoxicated.

Cakewalk Events is not liable for any issues arising from self-service alcohol, including overconsumption, guest conduct, or failure to comply with applicable laws or venue policies.

Vendor Responsibility

Cakewalk Event Packages may include various and many other Cakewalk Vendors. While Cakewalk will make all reasonable attempts to hire high quality Vendors, we are not responsible for the behavior, tardiness, schedule, appearance, or services provided by the Vendors.

Client Vendors and Deliveries

Vendors hired by the Client may deliver to the Venue during the access hours outlined in the Event Package. With the Client's express permission, Cakewalk Coordinators can meet and direct vendors on-site. However, Cakewalk is not responsible for the condition, accuracy, customization, temperature, packaging, or placement of any items not provided by Cakewalk Vendors.

Deliveries may only occur during the scheduled Venue access period. Cakewalk cannot accommodate early or late deliveries.

While the Client may provide or arrange for items (such as floral arrangements, cakes, ceremony supplies, etc.), Cakewalk is not responsible for the accuracy, completion, or quality of these items. The Client must appoint a designated decision-maker to accept and approve all deliveries. The Cakewalk Coordinator may assist with directing vendors upon arrival but will not accept or approve deliveries on behalf of the Client.

Miscellaneous

If the Client, guests or participants work with any Cakewalk contracted or affiliated Vendor not related to this agreement, Cakewalk will not be involved or responsible for those services in any way.

Cakewalk reserves the right to refuse service to or eject guests.

SURVIVAL CLAUSE

The provisions of this Agreement that by their nature are intended to survive termination or expiration of this Agreement, including but not limited to confidentiality, indemnification, limitation of liability, payment obligations, and dispute resolution, shall survive any termination or expiration of this Agreement and remain in full force and effect.

LIMITATION ON LIABILITY

Cakewalk Events, LLC shall not be liable for any indirect, incidental, special, or consequential damages arising out of or relating to the services provided under this Agreement. Client agrees that Cakewalk shall not be held responsible for the acts or omissions of third-party vendors, guests, or participants.

The Client agrees to indemnify and hold harmless Cakewalk Events, LLC and its employees, contractors, and affiliates from any and all claims, damages, or expenses (including legal fees) arising out of or related to the Client's event, except in cases of gross negligence or willful misconduct by Cakewalk.

Cakewalk is not liable for the loss of or damage to personal property, injury, or any unforeseen incident occurring before, during, or after the event, unless such incident is directly caused by Cakewalk's gross negligence.

DISPUTE RESOLUTION AND ARBITRATION

Cakewalk believes open communication helps resolve most issues quickly and amicably. If any dispute arises out of or relates to this Agreement, the parties agree to the following process:

Good Faith Negotiation:

Both parties will first attempt to resolve the dispute through direct, good faith discussions. Each party agrees to promptly notify the other in writing of the issue and work together to reach a fair solution within 30 days.

Mediation:

If the dispute cannot be resolved through negotiation, the parties agree to try mediation with a neutral, mutually agreed-upon mediator before pursuing any formal legal action. The mediation will take place in Kansas City, Missouri, and costs will be shared equally.

Binding Arbitration:

If mediation does not resolve the dispute, the parties agree to submit the matter to binding arbitration under the rules of the American Arbitration Association (AAA) or another mutually agreed arbitration service.

The arbitration will be held in Kansas City, Missouri.

Both parties will share the costs equally unless the arbitrator decides otherwise.

The arbitrator's decision will be final, binding, and enforceable in any court of competent jurisdiction.

This agreement to arbitrate waives the right to a jury trial and to participate in class or collective actions.

Provisional Remedies:

Either party may seek provisional remedies or injunctive relief from a court if necessary to protect rights pending arbitration.

EVENT COST:

TOTAL:**\$****SIGNED BY:****CAKEWALK EVENTS, LLC**

DATE

CLIENT NAME

DATE

CLIENT NAME

DATE