

CONTRACT

PROFESSIONAL WEDDING GROUP BY ANDY SCOTT PRODUCTIONS

WWW.PROWEDDINGGROUP.COM

DATE OF EVENT _____ TYPE OF EVENT _____

CLIENT OR BRIDES NAME _____

PHONE _____

ADDRESS _____

EMAIL _____

OTHER CONTACT _____

PHONE _____

GROOMS NAME _____

PHONE _____

ADDRESS _____

EMAIL _____

OTHER CONTACT _____

PHONE _____

This is a memorandum of understanding between ANDY SCOTT PRODUCTIONS and the client listed above. The client agrees to pay the amount listed for the services that are provided on this contract.

Client understands that the balance listed is to be paid 1 week prior to the scheduled event. Payments may be made by cash, check or money order. A \$35 return check fee is assessed in the event of a returned check. Also a \$25 late fee is assessed in the event payment is not made 1 week before the event. Deposit shall be forfeited should this event be cancelled. This agreement, however is non cancelable 30 days prior to the event.

The client is solely responsible for obtaining any and all permits and licenses required for this event. These might include but are not limited to any necessary permits for use of a public address system in a public place, health permits for large assemblies of people, permits to serve alcoholic beverages or other permits or licenses as required by law or other regulations. Client also understands that the client is responsible for any damage to any equipment provided by THE PROFESSIONAL WEDDING GROUP / ANDY SCOTT PRODUCTIONS that results from negligence on the part of the client or any guests at the event.

ANDY: (859) 393-0580

DON: (859) 727-1164

EVENT INFORMATION

EVENT LOCATION _____
START TIME _____ END TIME _____
PHONE () _____
ADDRESS _____
CONTACT PERSON _____

CEREMONY LOCATION (if wedding) _____
START TIME _____
PHONE () _____
ADDRESS _____
CONTACT PERSON _____

DISC JOCKEY PACKAGE _____	PRICE _____
CATERING PACKAGE: _____	
PRICE _____ #GUESTS _____	TOTAL _____
MEAT CHOICES: _____	
SIDE CHOICES: _____	
NOTES: _____	
BARTENDING _____ PRICE _____ #GUESTS _____	TOTAL _____
ADD ONS _____	TOTAL _____
_____	TAX _____
_____	SUB TOTAL _____
	DEPOSIT (\$400) _____
GRATUITY NOT INCLUDED IN FINAL BILL	BALANCE DUE _____
(WOULD YOU LIKE TO ADD A GRATUITY? YES / NO	GRATUITY _____

PAYMENT INFORMATION

*MAKE CHECKS PAYABLE TO ANDY SCOTT
*A NON-REFUNDABLE DEPOSIT MUST BE MADE TO HOLD ANY DATE
BALANCE TO BE PAID BY: CASH / CHECK / MONEY ORDER
*DEPOSIT PAID:\$ _____ PAYMENT TYPE: _____ DATE RECEIVED: _____

X _____ X _____
CLIENT SIGNATURE DATE FOR PROFESSIONAL WEDDING GROUP