

**CONTRACT**

**SERVICE AGREEMENT**

The following agreement is established this **\_\_\_\_\_\_** day of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** , 20**\_\_\_\_**, between:

Event Productions LLC

508 Deer Brook Dr.

O’Fallon, MO 63366

By and between: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(please print name or names of contracting party)

**EVENT DETAILS**

Date of Event: **\_\_\_\_/\_\_\_\_/\_\_\_\_**

Contracted Time of Performance: **\_\_\_\_:\_\_\_\_** AM / PM **- \_\_\_\_:\_\_\_\_** AM / PM

Start time Ending time

Venue / Name of Location: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Address of Location: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

City / State / Zip:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_**

Type of Event: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Package: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PAYMENT & SECURITY DEPOSIT**

Deposit of $200.00 USD due immediately upon signing and binding this agreement.

The balance of $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ due in installments or of remaining balance at start of event.

Thank you for choosing Event Productions LLC provider of DJ/M.C./Sound & Lighting. The purpose of this contract is to prevent any misunderstanding concerning the obligations of a security deposit. Deposits are non-refundable and serve to lock the date for your event so that Event Productions LLC does not book any work that would conflict with our involvement in your event. The purpose of Event Productions LLC requiring a deposit is to ensure that Event Productions LLC does not over-extend its renting/service capabilities. This includes the equipment, personnel and time necessary to ensure a high-quality experience. This is also a

guarantee to the customer that they will receive the requested equipment/personnel on the date specified. In exchange for this commitment of equipment/service for the specified event, Event Productions LLC requires a security deposit as good faith consideration. In the circumstance that the event does not occur due to cancellation, low ticket sales, or any other reasons, the

coordinator / contracted party will forfeit the deposit. Unless at the Fault of Event Productions LLC all money paid to Event Productions LLC will be refunded to contracted party.

**TERMS OF AGREEMENT**

1. Event Productions LLC will provide its own production equipment (sound & lighting and all connecting data and power cables, stands, tables, cordless mic etc.) unless otherwise indicated.

2. Event Productions LLC will maintain proper decorum in regard to volume, music played, language, dress, event planner form, etc. at all times.

3. This is a basic, direct agreement between Event Productions LLC and employer /contracting party and does not involve management agencies, etc.

4. Event Productions LLC must be informed as to any potential problems including inclement weather (access to location), alternative locations, electrical power availability, civil disturbance, etc. Event Productions LLC makes every effort to fulfill commitment, but cannot perform outside causes beyond Event Productions LLC control.

5. Event Productions LLC will not be held responsible for weather conditions, floods, power outage etc., which could arise as an "Act of God."

6. Event Productions LLC will make every effort to ensure a smooth, timely, and truly professional experience.

7. Event Productions LLC will require at least two independent 15-amp circuits at location for equipment, sound & lighting systems. / (Pro Pack #3 needs four 15-amp circuits)

8. Event Productions LLC will need at least a 20ft wide by 10ft deep (height is adjustable) space to set up sound & lighting rig. - (Pro Pack #2) / (Pro Pack #3 talked with client agreed)

9. The contracted party will be held liable for any damage/harm brought on by contracted party or any attending guest to either Event Productions LLC staff and or equipment.

10. Returned checks will be a $35.00 fee. If legal action is needed to collect payment the contracted party will be responsible for all legal fees acquired (court cost, lawyer etc.).

11. Event Productions LLC will need no less than 3hr. before start of event access to contracted location.

12. Event Productions LLC is fully licensed and insured.

I have read the above statements, verify that I have provided the correct event information, and agree to the terms of this contract/binding agreement.

Only one signature is required below at signing:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

contracting party print name contracting party print name

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_**

contracting party signature date contracting party signature date

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_**

Gary Gruver Jr. President Event Productions LLC date

\*\*Not valid until signed by Event Productions LLC\*\*