

Contact: Andrew Reynolds

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# Customer Action Plan – djpartybooth

## Add Your Info

Customer Name:

Date of inquiry:

Email:

Phone Number:

Customers address:

Billing Address if different from above:

Type of event:

Date of event:

Event start time:

Event end time:

Venue address:

Venue access times:

Venue contact:

Number of Participants:

## Wedding Timeline info

*Please attach full event time line if applicable.*

MC Name:

Bridal Party Entry time:

Bridal party entry song. (Artist and song title):

Couple 1:

Couple 2:

Couple 3:

Maid/Matron of honour:

Best man:

Bride & Groom entry song. (Artist & song title):

 Brides name:

*Grooms name:*

First course time:

Main course time:

Dessert time:

Time of Speeches:

Name of speaker and relationship to bride and groom:

Name of speaker and relationship to bride and groom:

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Names of speaker and relationship to bride and groom:

Time of cake cutting:

*Cake cutting song. (Artist and song title):*

Time of First Dance:

Bridal Waltz Song. (Artist and song title):

*Bridal waltz song 2. (Artist and song title):*

Song for bouquet. (Artist and song title):

*Song for garter toss. (Artist and song title):*

Time of farewell:

Farewell song. (Artist and song title):

*Farewell song 2. (Artist and song title):*

Any other important information:

## Photo booth template:

Style: Gold and black template, Grey floral template, Rose gold template, White template.  

Short Text (e.g. names and date):

## Photo booth backdrop:

Please choose one of our back drops if you are booking a Photo booth or let us know if you have your own.

Velvet, white rosette, gold rosette wood and sequins



# Customer Payment Information

Payments may be made via {cash, paypal, internet banking.}

Preferred payment method: *Pay In Person* / *Pay Online*

## DJ

Andrew Reynolds

Bsb: 062814

Account Number: 00760462

ABN: 12331993407

## Photo Booth

Kimberley Tracy

Bsb: 637000

Acc: 713651001

ABN: 36101836761

# Respective to Customers event times.

The total fee for **DJ** service is **$395.00** for **4** hours of entertainment.

The total fee for **DJ** service is **$485.00** for **5** hours of entertainment.

The total fee for **DJ** service is **$575.00** for **6** hours of entertainment.

The total fee for **Photo Booth** service is **$595.00** for **4** hours of entertainment. (PB)

The total fee for **Photo Booth** service is **$395.00** for **2** hours of entertainment. (PB)

**MC** Service cost start at **$50.00** Please contact us if you require MC services.

*For* ***DJ***Or ***Photo Booth*** *Customer* will *pay a booking fee, in the amount of* ***$100.00*** at least 3 days prior to the event. This booking fee is non-refundable.

*For* ***DJ***And***Photo Booth*** *Customer* will *pay a* *booking fee, in the amount of* ***$200.00*** at least 3 days prior to the event. This booking fee is non-refundable.

**Additional travel fee of $25.00 for events outside the City of Newcastle**. 80 kilometres outside Newcastle is the maximum travel distance for booking.

*Customer* will pay the balance due on or before the date of the event.

If *Customer* wishes to cancel the services, *Customer* must give *DJ / PB*, at least 7days notice, cancellation after that point will result in balance due immediately.

All Bookings must be confirmed by *DJ / PB*, 3 days before event.

 If *Customer* requests additional hours, and *DJ / PB* is able to provide them, the fee will be $90 per additional hour for DJ and be $90 per additional hour for Photo booth.

# Setup requirements for DJ:

*DJ will require Customer and/or venue to provide:* Undercover area with Minimum 2 meters by 3 meters of space for *DJ* and Equipment, a trestle table or equivalent table, access to venue and room at least 1 hour prior to event and 1 hour after event, suitable parking near venue loading area, access to venue 240v power points for DJ only.

DJ will bring the following for setup: music, DJ Equipment: (2x speakers, 2x stands, wired mic, console and computer, required leads, 2x dance lights).

## Music

*DJ* will take requests from *Customer* and/or guests of the event, provided that the requested music is in *DJ’s* collection and/or that time permits. No Downloads at event.

# Setup requirements for Photo Booth:

*Photo Booth will require Customer and/or venue to provide:* Undercover area with Minimum 3 meters by 3 meters of space for *Photo Booth* and Equipment, access to venue and room at least 1 hour prior to event and 1 hour after event, suitable parking near venue loading area, access to venue 240v power points for *Photo Booth only*.

Photo Booth provides: Film Strips in 10 Seconds, Unlimited Photo Strips, Props Included with Every Hire, Free Guest Message book, Pro Camera and Printer, 4 Hours Coverage.

Photo booth images will only be kept for 30 days

10% of time booked can be used for maintenance of booth (i.e. restock paper and ink )

## Damages

*Customer* agrees to pay for all damages *to DJ / Photo Booth* equipment caused by the negligence of *Customer* or any of the event guests.

No Drinks or Food allowed in, on or near DJ or photo booth tables or equipment.

*DJ* must inspect the equipment prior to the start of the event to assure it is all in working order and free from any damage.

 **Customer agrees to all above terms and conditions on deposit.**