

# INNOVATIVE DISC JOCKEYS

## DJ – JEFF PONDER (festus)

Cell # 913-707-1181 Wk # 913-402-4793

[www.ihaveadj.com](http://www.ihaveadj.com)

For current prices and information email [festus@ihaveadj.com](mailto:festus@ihaveadj.com)

**Contract for DJ Services: Print out and postal mail or fax to: 913-402-4793**

### Mailing Address:

Innovative Disc Jockeys

Jeff Ponder

PO Box 249

Stilwell, KS 66085

## EVENT PLANNING SHEET AND AGREEMENT

PLEASE COMPLETE AND RETURN THIS FORM WITHIN 10 DAYS OF SIGNED AGREEMENT

### GENERAL BUSINESS

Name \_\_\_\_\_

Phone # Cell \_\_\_\_\_

Phone # Home \_\_\_\_\_

Additional Contact Name \_\_\_\_\_

Phone # Cell \_\_\_\_\_

Phone # Home \_\_\_\_\_

Date of Event \_\_\_\_\_

No. of guest (approx) \_\_\_\_\_

Location Phone Number \_\_\_\_\_

Provide Address & Directions below:

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### PRICE AGREEMENT

DEPOSIT IS NON-REFUNDABLE

#### FEES, TERMS AND CONDITIONS

FEE \$ \_\_\_\_\_ FOR: \_\_\_\_\_ HOURS

FEE \$75.00 PER HOUR OVERTIME

FEE \$150.00 **NON-REFUNDABLE** DEPOSIT REQUIRED. BALANCE DUE AT CLOSE OF EVENT.

#### OPTIONAL

Check if you would like Music Videos  
& Screen

TO CONFIRM BOOKING PLEASE RETURN THE FOLLOWING WITH IN 10 DAYS OF SIGNED AGREEMENT: (1) Copy of this agreement (2) Cash or Money Order Deposit

**"Unexpected" overtime due the night of booking in cash. In the event of a cancellation of our services, we are not able to make refunds on booked agreements.**

**Client is responsible for accuracy in payment amounts, and balances due.**

**EVENT PLANNING INFORMATION**

*Note: Your DJ would like to begin setting up **at least two hours prior** to the start of your reception. Please have (2) two skirted tables (8) eight foot wide, (3) three standard chairs and must be located within (15) fifteen feet of an AC outlet.*

**Starting time of event?** \_\_\_\_\_ **Ending time of event?** \_\_\_\_\_

**What time will guest begin arriving?** \_\_\_\_\_

**MUSIC VARIETY**

Please check the music styles you desire:

- |   |                                      |   |
|---|--------------------------------------|---|
| <input type="checkbox"/> Complete Variety | <input type="checkbox"/> 60's        | <input type="checkbox"/> Country              |
| <input type="checkbox"/> Top 40's         | <input type="checkbox"/> 50's        | <input type="checkbox"/> Contemporary Country |
| <input type="checkbox"/> 00's             | <input type="checkbox"/> R&B         | <input type="checkbox"/> Polkas               |
| <input type="checkbox"/> 90's             | <input type="checkbox"/> Alternative | <input type="checkbox"/> Waltzes              |
| <input type="checkbox"/> 80's             | <input type="checkbox"/> Big Bands   | <input type="checkbox"/> Rap                  |
| <input type="checkbox"/> Jazz             | <input type="checkbox"/> Christian   | <input type="checkbox"/> Reggae               |
| <input type="checkbox"/> 70's             | <input type="checkbox"/> Disco       | <input type="checkbox"/> Rock-Hair Bands Etc. |

**OTHER INSTRUCTIONS OR SPECIAL ANNOUNCEMENTS FOR YOUR EVENT**

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**DISCLOSURE**

The client is responsible for providing a "reasonably" secure stage area with easy access. In the event of an abundance of stairs, the client may be obligated to pay an additional fee for personal assistant. The client is responsible for providing (2) two skirted tables (8) eight foot wide, (3) three standard chairs and must be located with in (15) fifteen feet of an AC outlet. In the event legal action becomes necessary, the client is liable for all legal fees pertaining to the manners at hand concerning this engagement.

DISCLAIMER

In the event of any guest or this function experiencing any discomfort, the liabilities of the Disc Jockey is limited to, upon the client's request, immediately curtailing the issue of the cause of discomfort. Innovative will not be held responsible for things beyond our control (e.g. transportation complications while enroot to the location such as an accident or divergent traffic conditions). In the event, the location given is INCORRECT; the client will not be compensated. The disc Jockey will use his/her discretion in determining the site to be safe for setting up the equipment. There should be no chance of water damage, falling objects onto equipment, excessive heat, cold, etc. In order to prevent liability from an accidental injury to any individual attending this performance, Innovative reserves the right to deny any guest access in the sound system, records or equipment owned or leased by the Disc Jockey and / Innovative. In the event any damage to the sound system, records or equipment owned or leased by the Innovative are incurred by the client and / or guest, the client will be held liable for all damages and repairs. In the event the Disc Jockey believes an unsafe situation exist, he/she may call upon the client to remedy the situation. If no action is taken, the Disc Jockey may cease cooperation until the situation is resolved.

PLEASE SIGN AND RETURN ONE COPY

x \_\_\_\_\_ Date \_\_\_\_\_

x \_\_\_\_\_ Date \_\_\_\_\_

*Thank you for your Business!*