



- Dances
- Weddings
- School parties
- Company parties
- Private events
- Reunions

Information Sheet

CLIENT'S NAME/ORGANIZATION _____

ADDRESS _____

HOME PHONE _____ DAYTIME PHONE _____

E-MAIL _____ FAX NUMBER _____

DATE OF EVENT _____ TIME _____ TO _____

NUMBER OF GUESTS EXPECTED _____

LOCATION OF EVENT _____

ADDRESS _____

EARLIEST TIME ACCESS TO THE FACILITY IS ALLOWED _____

HOW DID YOU HEAR ABOUT US? _____

In order to ensure a proper reservation, please contact us within 14 days of receiving this Information Packet. During that time, your date will be *tentatively reserved*. After 14 days, your date will be re-opened and available on a first-come-first-served basis. Upon confirming and booking your date, a \$100 non-refundable deposit is required within the next 14 days along with this Information Sheet.

The fee for a four-hour event is \$700.00. This does not include setup and breakdown time. You pay only for the time we play. Client reserves the option to book additional time, billed at \$75.00 per half hour, beyond initial contracted four hours. While no definitive decision needs to be made about additional time, please let us know if you think this is a possibility at the time of booking. The decision to play for additional time can be made during your event.

Approximately 4-6 weeks before your event, we will call you to arrange a personal, face-to-face meeting to help you plan the day's activities. We are more than happy to meet with you at your convenience and if you have any questions about any of the enclosed information prior to our meeting, don't hesitate to call us.

Client is responsible for providing one skirted six or eight-foot table and two chairs.

Make all checks payable to DJs for Hire.

Return this Information Sheet and your deposit to either:



www.djsforhirekc.com

mario estevez
mario@djsforhirekc.com

7525 Foster
Overland Park, KS 66204
816.665.6277

tim staley
tim@djsforhirekc.com

8605 Greenwood Lane
Lenexa, KS 66215
816.500.0517