

Platinum Entertainment Mobile DJ Service

Reservation Information

Please Note: This letter is a supplement to the information contained in this portfolio. Please read this letter if you have any questions or concerns about booking your event through us. You may also contact us at the address and phone number below.

**P.O. Box 4378 Pasco, WA 99302-4378 509-547-8760 FAX 509-547-6858
platinumweddings@hotmail.com**

All of us at Platinum Entertainment look forward to the possible opportunity of working with you. Here's some additional information to help you with booking your entertainment. At Platinum we know what an important day you have coming up and we are dedicated to providing the best in D.J. Entertainment so your special day can be everything you dreamed it would be. In this information portfolio you will find everything you need to reserve the entertainment for your ceremony and/or reception. Enclosed you will find:

Event Data Sheet
Please take 5-10 minutes to provide the best possible service, to us and to the client and ensure a successful event. It is not possible to ensure insurance of the most detailed and accurate information is provided.

2112 North 18th Avenue Pasco, WA 99301 (509) 547-8760 FAX 509-547-6858
platinumweddings@hotmail.com

Date of Event: _____
 Name of Contact: _____
 Address of Contact: _____
 Telephone #: (City) _____ (State) _____
 State of event: _____
 Location of event: _____
 Date of event: From _____ To _____
 Address of Reception: _____
 Event Cost quoted: \$ _____
 Referred by: _____

Etiquette Members of the Wedding Party

Bride	Groom
Mother of Bride	Mother of Groom
Father of Bride	Father of Groom
Maid of Honor	Best Man

Event Data Sheet: This will give us all of the information necessary to start a file for your event. At this time there may still be some undecided aspects, but don't worry there will be plenty of time to finalize these details.

Contract Agreement: This is to reserve your special day in our calendar & any special equipment requirements you may have for your ceremony and/or reception.

Platinum Entertainment Mobile DJ Service
D.J. Services Contract Agreement

Ann Doyle
2112 N. 18th Ave.
Pasco, Washington 99301
Phone: (509) 547-8760 Fax: (509) 547-6858

This agreement is entered into on _____ between Platinum Entertainment and _____

This contract is the entire agreement between Platinum Entertainment and the client. All other agreements outside this contract are to be considered null and void, whether by implication or otherwise.

Date of Request: _____
 Date of Reception: _____
 Location of Reception: _____
 Address of Reception: _____
 Name of Event: _____

Platinum Entertainment will reserve the premises before the event, requested to deliver any details for the event. Any requests made after the date of this contract are made at the time of rescheduling.

A deposit of \$ _____ is due upon signing of this contract. This is non-refundable deposit to secure reservation of service. A balance of \$ _____ is due upon completion of the event. This includes a \$10.00 additional charge for payment not received at the conclusion of the event and a \$22.00 penalty for no-show.

Special equipment requirements: _____

Client: _____ Company Representative: _____
 Signature of Client: _____ Signature of Representative: _____

Right now Platinum is offering an unbeatable price of \$850.00 for the duration of the evening. All it takes to reserve your special day in our calendar is a deposit of only \$100.00 and the Event Data Sheet with the Contract Agreement, space is limited so reserve your date today. If you have any questions please feel free to contact us at any time (509)547-8760. Thank You for your time and consideration, we look forward to working with you.

Sincerely,

Jesse Doyle

Owner
Platinum Entertainment