

EVENT CONTRACT

This **Event Planning Contract** ("**Contract**") is created for the following parties:

Company

Client

I. Services

The Company agrees to provide exclusive event planning services for the event described below;

Event Name: _____

Date of Event: _____

Location: _____

Description of Services:

-
-
-
-
-
-

Special Requests (If Any):

II. Pricing and Payment

Under this Contract, payments shall be made according to chart below;

	Amount	Due Date
Initial Payment		
Balance Due		

Initial payment is non-refundable and in the event that the Client fails to pay the initial payment, the Company may rescind the Contract immediately.

Any late payments shall accrue interest at the rate of _____% per month.

III. Cancellation Policy

Except in cases that would be considered force majeure under applicable law, if the Company cancels the event and services, all fees including the initial payment shall be fully refunded. For cancellation by the Client, only _____% of the remaining balance will be shall be refunded if the event cancelled minimum _____ days prior to the event.

Cancellation within the scope of this Contract means the cancellation of all services agreed to be provided. In partial cancellations, the parties may decide to provision of replacement services within the framework of good faith rules.

IV. Responsibilities

The Client agrees to provide the Event Planner with all necessary details and information related to the event, including but not limited to event theme, budget, guest list, and any specific requirements or preferences.

The Event Planner shall be responsible for coordinating all aspects of the event, including but not limited to _____, in accordance with the Client's specifications and budget.

The Event Planner shall not be held responsible for any damages, losses, or injuries arising out of or in connection with the event, except to the extent caused by the Event Planner's gross negligence or willful misconduct.

V. Governing Law

This Contract shall be governed by and construed in accordance with the applicable laws of the State of _____. Any disputes arising out of or in connection with this Contract shall be resolved exclusively by the courts of _____ if cannot be resolved amicably.

VI. Entire Agreement

This Contract constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreement, understandings and plans, whether oral or written.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the date of last signature below.

Company

Name

Date

Signature

Client

Name

Date

Signature



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