



JIMMY RUPE PRODUCTIONS DJ CONTRACT

Name John Doe Today's Date 1-3-22 Phone Number 555-1212

Date of Event 12-31-22 Type of Event wedding

Location of Event: Name home Address _____

City Milwaukee State WI ZIP 53223

Start Time 6:00pm End Time 10:00pm

Total hours *(including 1 hour before and after event to set up and tear down)* 6

Entertainment Fee: \$75 per hour X 6 hours = \$ 450

Reservation fee **(NON-REFUNDABLE)**: \$ 50

Travel (round-trip) (per Fuel Cost Calculator on calculator.net):

_____ miles _____ mpg _____ price per gallon = \$ _____

TOTAL \$ 500

Special requests (continue on page 3 if necessary):

Terms of Agreement:

1. Payments will be accepted in cash, cashier's check, money order, and credit card (processed via PayPal or Square). More payment options will be available in the future.
2. A reservation fee of \$50.00 must be made at the time of signing this contract. This ensures that you have a DJ for your special event. This reservation fee is **NON-REFUNDABLE**.
3. A payment of \$225 (one half of balance plus the cost for travel) must be made one week before the date of the event.

(continued on next page)

Jimmy Rupe Productions · Milwaukee, WI · Phone: (414) 550-0547

jimmyrupeproductions.com

Email: djmelloell@gmail.com · Twitter: @DJMelloEll · facebook.com/jimmyrupeproductions

Terms of Agreement (continued):

4. If there are any special requests, including but not limited to, song selections, playing a special CD, lighting, microphones; it must be written in the Special Requests section on the previous page. Any changes or additions to the requests must be communicated to me at least one week before the event so I can add it to the contract.
5. If the event is outdoors, there must be a suitable "overhead" (I.e., a roof or tent) in case of rain, snow, etc. This will protect the DJ equipment (and in turn keep the music playing and your party going!). Otherwise, I will have to rent that overhead and the cost will be included in the total fee.
6. You will be held responsible for any damage costs to the DJ equipment caused by actions that can be controlled (i.e., intoxicated guest splashing drink on the equipment and causing a shortage).
7. The remainder of the balance (the Total listed on the previous page minus the reservation fee, cost for travel and one-half of entertainment fee) must be paid before or during the event, **NOT AFTER!** It must also be communicated to me who will pay me. If you request me to play for additional time, it is the same rate (\$75.00 per hour) and it must be paid at the time of request, not after the event.
8. If you have to cancel, call me at (414) 550-0547 or email me at: djmelloell@gmail.com as soon as possible (Facebook status updates or Twitter tweets are unacceptable). The costs for travel and any other down payment (excluding the \$50.00 reservation fee) will be refunded to you as long as you contact me at least 24 hours before the event. If I have to cancel, I will refund **EVERYTHING** to you (including the \$50.00 reservation fee).
9. Any deviations to the contract must be one-lined and initialed by me.

You understand and abide by the terms of agreement by signing below (18 years or older):

Customer signature: _____ Printed name: John Doe Date: 1-3-22

DJ signature: _____ Printed name: _____ Date: _____

Elliot "E.J." Rupert (DJ Mello Ell)

***THANK YOU FOR CHOOSING JIMMY RUPE PRODUCTIONS FOR
YOUR ENTERTAINMENT NEEDS!***

